



SYLLABUS CLARENDON COLLEGE
INTRODUCTION TO CRIMINAL JUSTICE 1301
SPRING 2011 3 CREDIT HOURS
ONLINE COURSE
Instructor: Kim Jeffrey

Office Hours: Because this is an online course, the best way to reach me is the **Web CT e-mail**.
For emergencies: Kim.Jeffrey@clarendoncollege.edu.
I will check and answer e-mails every couple of days or sooner.

CALENDAR OF IMPORTANT DATES:

Classes Begin	Wednesday, August 31
Last Day to Register and/or Add/Drop	Friday, September 9
Last Day to Drop with a 'W'	Friday, November 18
Final Exam	Sat., Sun., Mon., December 10, 11, 12

CLASS PARTICIPATION WILL BE A CRIMINAL JUSTICE TOPIC: For each of the four Units, students will post a short summary relating to a criminal justice topic of their choice for a total of twenty (20) postings for this course. This short synopsis or **summary** may be about any criminal justice event. **Decide what your topic is, how you would prevented the crime or situation** if you were the law enforcement or a decision-maker in control, and **give your reasons as to why** you believe it would have prevented the crime or the problem. **Provide the source of your information. THESE POSTINGS WILL BE YOUR CLASS PARTICIPATION SCORE AND WILL BE 10% OF YOUR TOTAL GRADE FOR THE CLASS.** There will be a format and additional information for you on the Discussion Board of the Homepage. Please refer to this **UNIT INSTRUCTIONS AND ASSIGNMENTS** or the Homepage Calendar for the due dates for postings. Please take note: no late postings will be accepted.

STATEMENT OF PURPOSE: This course is designed to satisfy state and college requirements for degree-seeking students as well as to provide a direction for future study. Introduction to Criminal Justice 1301 partially satisfies the requirement for an Associate Degree at Clarendon

College and is designed to transfer to a senior college or university.

COURSE DESCRIPTION: Introduction to Criminal Justice is a consideration of the historical and philosophical development of criminal justice, the nature and impact of crime, and an overview of the criminal justice system, law enforcement and the court system.

EXEMPLARY OBJECTIVES FOR SOCIAL AND BEHAVIORAL SCIENCES:

1. Employ the appropriate methods, technologies, and data that social and behavioral scientists use to investigate the human condition.
2. Examine the social institutions and processes across a range of historical periods, social structures and cultures.
3. Use and critique alternative explanatory systems or theories
4. Develop and communicate alternative explanations or solutions for contemporary social issues
5. Analyze, critically assess, and develop creative solutions to public policy problems.

LEARNING OUTCOMES: Students understand and assess the following aspects of the criminal justice system:

1. Understand and differentiate between the various fields of study in criminology.
2. Recognize and illustrate the various theories of criminological perspectives.
3. Understand the nature and extent of crime and the different methods of research.
4. Understand the nature of victimology and the rights of crime victims.
5. Understand how different schools of criminological thought influence the legal system and the policy making process.

METHOD OF INSTRUCTION: This is an online course. Students who take the responsibility for learning will learn the most. Therefore, in this class I will be acting more as a "facilitator of learning" than a "traditional teacher." What you learn in this course will come from these sources: textbook readings, power point presentations and current events postings from yourself and other students. If you need extra help, remember that I am only an [email](#) message away.

TEXT: Siegel, Larry, J. Criminology. (11th ed.). United States. Wadsworth-Cengage. ISBN: 13: 978-0495-91246-0.

EXAMS: There will be four exams for this course. Each exam will be worth 20% of your total grade. Your class participation/discussion postings will be worth 10%. Unit Assignments will be worth 10%. Each exam will consist of fifty (50) multiple-choice questions. Check the Unit Instructions and Assignments for the testing dates. The exams are set for three days in a row and you may test anytime during this period. **The final exam will be on Saturday, Sunday, Monday, December 10, 11, 12. Please make sure you can fit the exams into your schedule.** Exams will be based on the textbook reading assignments. Total grades will be based on the following formula:

A = 90 - 100 B = 80 – 89 C = 70 - 79 D = 60-69 F = below 60

Exam I	20%
Exam II	20%
Exam III	20%
Exam IV	20%

Class Participation/discussion postings and Unit Assignments	10%
Total	100%

ATTENDANCE: Since this is an online course there is no attendance policy. It is up to you to set your own times “for class.” The exams will be given only the dates stated on the syllabus. You will have **60 minutes** allotted for each exam. **Please make sure you will have no interruptions or disturbances during the exam.**

WITHDRAWAL: If you choose to drop this course, it is up to **YOU** to do so. **I cannot drop the course for you.** **The last day to drop this class with a “W” is Friday, November 18.** It is your responsibility to read and understand the policies concerning withdrawal from college or from any individual course(s). These policies may be found in the College Catalog or you may contact the Office of Student Services 806-874-3571 or 800-687-9737. A student is only allowed to drop the same class twice before he/she will be charged up to triple the tuition amount for taking the class a third time or more. Beginning with the Fall 2007 semester, students in Texas may only drop a total of six courses throughout their entire undergraduate career. After the six, the student will no longer be able to withdraw from any classes.

ACADEMIC DISHONESTY: SCHOOL POLICY:

Cheating will not be tolerated and may be cause for expulsion from the class and/or receiving a grade of “F” for the class. In addition, the student will be reported to the Dean of Students, and students who are reported as cheating to the Dean of Students more than once shall be disciplined by the Dean. Cheating violations include but are not limited to (1) obtaining an examination, classroom activity, or laboratory exercise by stealing or collusion; (2) discovering the content of an examination, classroom activity, laboratory exercise, or homework assignment before it is given; (3) using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment; (4) entering an office or building to obtain unfair advantage; (5) taking an examination for another person; (6) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (7) altering grade records; (8) using any unauthorized form of electronic communication device during an examination, classroom activity, or laboratory exercise; (9) plagiarism. Plagiarism is the using, stating, offering, or reporting as one’s own an idea, expression, or production of another person without proper credit.

PLAGIARISM: Read the following explanations carefully and be sure that you understand them.

1. Word-for-word plagiarism: The student quotes his or her source without using quotation marks. Even if the student cites the source, he or she is still plagiarizing because proper quotation procedures were not used.
2. Paraphrased plagiarism: The student uses a source and with the exception of changing a few words or phrases essentially quotes the original. Even if the source is properly cited, the writing is still plagiarized because the student has used the author’s style, vocabulary, and content and claimed it as his or her own.
3. Improper citations: If a student uses someone’s information other than his or her own, the source of the material must be properly cited. Failure to do so is plagiarism.
4. Improper use of ideas: Ideas are as equally protected as words. If the student uses someone’s ideas, but expresses them in his or her words, the student plagiarizes if he or she does not cite the source of the idea.
5. Internet use: Copying and pasting from the Internet is plagiarism. Purchasing papers from a paper mill is plagiarism.
6. Student sharing: While students are certainly free to work together and study together, an assignment that calls for individual work must reflect the student’s personal effort. If a student borrows or copies another student’s work, that is plagiarism. If a student has another student write a paper, that is plagiarism. If two students collaborate on an individual assignment and turn in the same work, that is plagiarism.

Plagiarism is a serious academic offense. It involves legal issues about improper use of materials that do not belong to the student. Plagiarism is unethical. A student must do his or her own work; otherwise, the learning process is compromised. Plagiarism is unfair to fellow students who take the time and make the effort to do their own work. Essentially, plagiarism is cheating and will not be tolerated.

Any student caught cheating will receive a zero for the assignment or exam and will be referred to the Dean of Instruction.

OFFICE HOURS: You may e-mail me at any time using the Web CT online email. I will check my e-mail every couple of days or sooner. I may also be reached by phone at 806-856-5932 between the hours of 5:00 and 9:00 in the evenings or you can leave a message on my machine. The best way to reach me is through the Web CT Mail box.