

KENNESAW STATE UNIVERSITY
DEPARTMENT OF SOCIOLOGY and CRIMINAL JUSTICE
SOCIAL ISSUES: PERSPECTIVES OF CRIMINAL JUSTICE
CRN # 86505
SYLLABUS – FALL 2013

Instructor: Jacqueline Smith
Phone: 770-423-6739
Email: jsmit569@kennesaw.edu
Office: TBA

Class Times: Monday & Wednesdays
5:00PM – 6:15PM
SO 3023
Office Hours: TBA

Course Objective:

A Concise Introduction to Criminal Justice meets the demand for a more succinct examination of the criminal justice system in the United States, one that focuses almost exclusively on the police, courts, and corrections.

1. Gain a general understanding of the structure and functions of the three branches of the American criminal justice system.
 2. Examine specific contemporary issues in each component of the criminal justice system.
 3. Explore causes of criminal behavior and efforts to combat crime.
-

Grading:

The final grade will be assigned as a letter grade, based on the following scale:

A = 90 – 100	D = 60 – 69
B = 80 – 89	F = 59 and below
C = 70 – 79	

A grade of Incomplete will be given only in rare circumstances. An *Incomplete* grade for the course may be given ONLY when the student has done satisfactory work up to the last two weeks of the semester, but for nonacademic reasons beyond his/her control, is unable to meet the full requirements of the course. The instructor and the department chair shall have sole discretion in granting an *incomplete* grade.

Class Conduct & Information:

Be on time and don't miss class: Please show respect to the professor, guest speakers, and your classmates by being ON TIME. Class will begin promptly at 5:00PM. Be sure to turn off all cell phones. Do not surf the Internet, text, or do

anything that is not related to class while class is taking place. If any behavior disrupts the learning environment I reserve the right to ask you to leave. I expect professional behavior at all times during class.

Communications: The best way to get in touch with me is via email. Please email me if you have any questions about course material. In order to ensure privacy I will only respond to emails that are from official US email addresses. Please be sure to send emails that are professional, which means including a proper subject heading (e.g., CJ 3315 Class), a proper introduction (e.g., Ms. Smith: This is Jane Doe from your CJ 3315); and finally your question or comment about the class. I will respond to your email within 48 hours (excluding holidays and weekends).

Attendance/Participation: Plan to attend the entire scheduled time for each day per your course schedule. Although attendance is not required; attending class will often give insights to exam material and other valuable information during class time. I *strongly* advise that you do not miss class. Excessive absences due to medical reasons must be verified through the Office of Student Affairs. If you miss class for any reason **you** are responsible for getting class notes and any related information from another student in class. **Under no circumstances do I give out my own notes or PowerPoint presentations.** I will also show educational movies and have guest speakers throughout the semester. The dates for these presentations will be worked into class time and within the appropriate sections of class. I will not know when these presentations will occur, due to the scheduling nature of such events, so it is imperative that you attend all classes, as I cannot re-create guest lectures or movies. Questions concerning such presentations will be included on tests within a given section.

Students are **expected to read** and follow the schedule in the course syllabus, to read assigned text chapters and to seek and read additional suggested resources as provided by the textbook and Instructor. In addition, students are expected to be alert and attentive with note taking in class and have a **demonstrated desire** to participate in any discussion. Exams are to be completed within the deadlines given by the Instructor, and any special instructions for the paper and/or writing assignment(s) are to be followed **precisely**. The Instructor will announce all deadlines and instructions as well as provide reminders about the pace or flow of the course either in class on the assigned dates or through Desire to Learn (D2L).

BASIS AND METHODS FOR GRADING:

Exams:

There will be **four (4) exams** (listed on the tentative schedule). Each exam is worth **100 points**. Each exam will consist of multiple choice and true and false questions. The **FINAL EXAM will be worth 100 points. THE FINAL EXAM WILL BE COMPREHENSIVE.** The final exam will consist of multiple choice, true and false, and objective essay questions also. On EXAM DAYS, the Professor will take roll call. This is only to see who may be late or missing. **NO ONE** is allowed to take any exam after the first person leaves from taking the exam. This is to ensure academic honesty. The Professor will announce when the exam will be graded and returned back to the student and allow for a review day. Once the review of the exam is completed, you are satisfied with your grade, and then there will be **NO** further discussion about your exam. For example, I will not discuss changes or corrections in EXAM ONE when we are discussing EXAM THREE.

Academic Dishonesty Policy: Please understand that within the criminal justice field; appointments, dates, meetings, and schedules **CANNOT** be altered and will result in the loss of a case, mistrial, or even the disappointment of a victim. Your dependability, reliability, and accountability to handle all cases, exams, and deadlines are critical. If it is not completed at the assigned date and time; it is late. **I WILL NOT ACCEPT ANY LATE SUBMISSION. NO EXCEPTIONS.** The field of criminology/criminal justice is based upon the integrity of those people working in it and it assumed that students taking this class would live up the highest levels of academic honesty. If I have reason to believe a student is cheating or being academically dishonest in any way, all procedures available will be instituted to have the student dismissed from the program and/or the University. Please review the student code of conduct in the University Catalog regarding what is acceptable and unacceptable behavior. **DO NOT CHEAT IN CLASS.** Recording lectures is strictly prohibited unless accommodation is required because of a disability.

ATTENDANCE POLICY: An attendance roster is kept (and login records, if this is a web-based course) **ON EXAM DAYS ONLY.** Students are expected to attend all sessions on time and as scheduled unless otherwise noted.

If an EXAM session and/or assignment deadline is missed for circumstances beyond the student's control, **prior permission** of the instructor must be obtained, and arrangements made and if granted; the choice of the student to take the exam will be made by the Professor.

Missed Quizzes/Exams/Due Date: I generally do not allow for make-up work (e.g., quizzes/tests). The only circumstances that I allow for make-ups is if (1) you are hospitalized/doctor note (not just sick at home); (2) you are participating in an official USM organization (you must give me official letter at the beginning of the semester with the dates that you will be missing class); or (3) you are observing an official holiday for your religion/faith AND you MUST notify PRIOR to any missed date via email. Medical excuses for make-up exams must be verified through the Office of Student Affairs – this is university policy. During the exam, all materials, purses and bags are to remain closed and directly under the student's seat. No hats can be worn during the time of the exam. Once the test is distributed, no one will be allowed to enter or leave the room unless they are completely finished with the test and have submitted it to the professor. Any talking between students once the first test has been distributed will be considered a prima-facie case of cheating and will result in a grade of zero. Students who arrive to class late after the test has been distributed will not be allowed to enter the room or take the exam. All cell phones are to be turned off during tests and placed in a bag, under your seat. If I see your cell phone during the test, even if it is off, you will receive a zero on your examination.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Make-up Policy

Any make-up opportunities are allowed **only at the discretion of the instructor and immediate notification from the student is imperative.** Tests and quizzes for Criminal Procedure are excluded from this policy. There are NO make-up tests and/or quizzes or case brief summaries. Obviously, missed attendance cannot be made up at a later date. However, notification must be made BEFORE exams.

Note: University policy does allow excused absences in certain situations such as: school sponsored events, jury duty, and military service (consult the university catalog for all rules and procedures). All of these excuses require proper documentation. Family emergencies, illnesses, births, deaths, incarceration or other events and calamities are NOT excused absences and decisions regarding such absences are left to the **professor's discretion.**

Academic Integrity and Dishonesty

I take plagiarism and other forms of cheating **very seriously (GSW).** All the work you do in this course is to be your own. I encourage you to study with friends, but be sure that everything you turn in is your own, original work. Regarding references, anytime you use someone else's work and do not accompany it with a proper citation to the author, you have committed plagiarism regardless of

whether or not you intended to do so. It is also inappropriate to use your own work for multiple classes and any such actions will be treated just like plagiarism.

Do not copy anything off the Internet, out of books/articles, from friends, or from any other source or person. This includes direct cutting-and-pasting, summarizing or quoting without citing, and changing the original wording just enough so that you think you can pass it off as your own. If I find that you have engaged in plagiarism, you will receive an F in the entire course and I reserve the right to take further disciplinary action(s) at the university level. Do Not Do It!

Students with Disabilities:

I am committed to assisting students with documented disabilities to succeed in this course. The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
disAbled Student Support Services:
Ms. Carol Pope, Assistant Director (Office) 770 423 6443
(Fax) 770 423 6667 (TDD) 770 423 6480

Academic Dishonesty: Academic dishonesty of any variety will not be tolerated. Any instance coming to the attention of the instructor will result in the assignment of an "F" grade for the course, and notification of the appropriate Deans.

Cell Phones and other electronic devices: Please turn your cell phones SILENT or OFF while in class, and then put them away for the duration of the class. You may not wear headphones or Bluetooth earpieces in the classroom.
Cell phones must be OFF during exams.

If you do not wear a watch, I will bring a clock for you to reference during the class and the tests. You do not have to monitor the clock, pack your bags, or leave before the allotted time of class. These actions cause a distraction to others in the class. The professor is very well aware of what the allotted time is for class.

PHOTOGRAPHY OF THE POWER POINT SLIDES ARE STRICTLY PROHIBITED.

Syllabus adjustments will be announced in class and/or posted on Desire 2 Learn as necessary.

Note:

This syllabus is for planning purposes only. It is tentative and subject to change at the discretion of the instructor. However, every effort will be made to keep changes to a minimum. Students should regularly check Vista for announcements.

Tentative Schedule

Introduction of Criminal Justice
FALL 2013

August 16th First Day of Classes

Week 1: The Foundations of Criminal Justice
Law Enforcement
Policing: Roles, Styles, Function

Week 2: Legal Constraints
Issues and Ethics
Criminal Law & Review
Section One Test

Week 3: The Courts

Week 4: Administration of Justice

Week 5: Sentencing, Appeals, and
Death Penalty
Constitutional Law Review
Section Test Two

Week 6: Corrections: Institutional Corrections

Week 7: Prison Life, Inmate Rights, Release,
Recidivism
Community Corrections
Punishment & Sentencing
Courts Catch-Up & Review
Section Test 3

Week 8: Juvenile Justice
Community Oriented Policing
Community Oriented Policing

Week 9: Speaker
Reentry into the Community

Week 10: Last Day of Class – Catch-UP / Review
Section 4 Test / Final Exam