



College of Humanities
and Social Sciences

Department of Sociology
and Criminal Justice

CRJU 1101
Foundations of Criminal Justice
CRN 80289

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Semester: Fall 2018

Class Time: Fully Online

Course Description and General Education Statement: This course provides an overview of the American criminal justice system including law enforcement, the court system, and the correctional system. Emphasis is placed on crime in the U.S., the criminal justice process from arrest through sentencing, and the roles and responsibilities of criminal justice actors. Current events in the criminal justice system are addressed such as the death penalty, offender treatment, and criminal justice reform among others. The course is three credit hours.

CRJU 1101 satisfies one of Kennesaw State University's general education program requirements. It addresses the Social Sciences learning outcome. The learning outcome states: Students analyze the complexity of how historical, economic, and political relationships develop, persist, or change. For more information about KSU's General Education program requirements and associated learning outcomes, please visit http://catalog.kennesaw.edu/preview_program.php?catoid=34&poid=3977.

General Education Assessment Study: Kennesaw State University is currently engaged in a campus-wide assessment of its general education program. The purpose is to measure student achievement with respect to faculty defined student learning outcomes. This course has been selected to participate in the process. No individually-identifiable student information will be collected as part of the assessment. Data will be reported only in aggregated form. Students should know that the data may be used for scholarly work by members of KSU faculty (but only in anonymous and aggregated form). If you are opposed to having your anonymous data used for scholarly work, you can "opt out" of this specific aspect of the process.

For more information on the general education assessment process and for access to an "opt out" form, please click <http://curriculum.kennesaw.edu/gened/learning-assessment.php>.

Prerequisites/Requirements: This course has no prerequisites.

Required Course Materials: This course will utilize the following textbook:

McKee, A. J. (2016). *Criminal Justice: An Overview of the System*. St. Petersburg, FL: Booklocker.com.

This textbook is an open educational resource, which means that there is no cost to use it. The readings for each module are posted in D2L in a searchable document. If

you prefer the complete version of the electronic book, you may buy it for \$4.99 from Booklocker (<http://booklocker.com/books/8528.html>) or Amazon (https://www.amazon.com/CRIMINAL-JUSTICE-Overview-Adam-McKee-ebook/dp/B01ENVR3DI/ref=tmm_kin_swatch_0?_encoding=UTF8&qid=&sr=).

Checking your KSU email account daily is also required, as is access to D2L.

Course Learning Objectives: After completing this class, you should be able to:

1. identify the purposes and goals of the U.S. Criminal Justice System.
2. define crime and explain the different forms of law in the U.S.
3. analyze crime rates and trends and explain the causes of crime.
4. describe each of the three components of the criminal justice system (cops, courts, and corrections) and its role in the criminal process.
5. explain the roles and responsibilities of criminal justice actors (police, lawyers, judges, defense attorneys, correctional officers, etc.).
6. analyze current issues in the criminal justice system.

Technology Requirements and Online Course Tips: A stable and reliable internet connection is a must in this course. Some components of this course may require a laptop or desktop. All course materials may not be accessible on a phone and/or tablet. There are computer labs on campus if you do not have a personal computer. If you are accessing the course in a computer lab, remember to bring headphones so that you do not disturb other students in the lab with audio components of the course.

Respect for the opinion and position of others is also required in this course. Be kind and tolerant, just as you would want others to be kind and tolerant to you. For information on the proper etiquette required in this course, see the online etiquette rules posted in D2L in the Technology and Online Support folder in the Start Here module. Disrespectful behavior or comments and/or intolerance will not be accepted in this course.

Helpful Links for Online Courses:

1. Online Learning Assessment: http://uc.kennesaw.edu/resources/online_learning.php
2. Sample Online Course Tour: <http://learnonline.kennesaw.edu/how-it-works/course-tour.php>
3. KSU Faculty Words of Wisdom for Succeeding in Online Courses: http://learnonline.kennesaw.edu/how-it-works/words_of_wisdom.php
4. Student Resources for Online Learning: <http://learnonline.kennesaw.edu/student-resources/>
5. Online Student Resource Guide: http://learnonline.kennesaw.edu/how-it-works/online_student_resource_guide.php
6. Software available for download by KSU students: https://apps.kennesaw.edu/portal/prod/app_uni_sso/login.asp
7. Student Helpdesk in Case of Technology Issues: phone: 470-578-3555, email: studenthelpdesk@kennesaw.edu

Instructor/Course Policies

1. **Communications Policy:** Online courses are different from face-to-face courses in a variety of ways. One of the biggest differences is the level of interaction between students and instructors. My goal is to bridge that gap. You are not alone in the course. I am here to help along the way and answer any questions/address any concerns that you may have. You may make an appointment to meet with me in my office or virtually through Skype or FaceTime. I understand that many of you are

working and may need to meet in the evenings or on the weekend. I am happy to do so; simply set up a virtual appointment.

Email is the easiest way to reach me. I prefer my campus email address listed above but will also respond to email through D2L. When you email, be sure that you include your name and the course name/number in the email. I check email Monday through Friday and will respond within 24 hours during that period. If you email me on Friday afternoon or over the weekend, I will respond on Monday. I do check email sporadically on weekends but it is not the norm, so do not expect a quick response over the weekend. There are few true academic emergencies that may occur at night or over the weekend that cannot wait until the next day/Monday. If you have a family emergency, drop me an email and focus on the emergency. The beauty of online courses is the flexibility in doing the assigned work. Because modules are open for one week, emergencies rarely impact turning assignments in if the work is done throughout the week and not put off until the last minute. Do not wait until the last minute to work on assignments in case you have technology issues or questions.

2. **Attendance:** This is a fully online class and there will be no class meetings. Please note, however, that you are solely responsible for managing your enrollment status in a course. Nonattendance (or lack of completion of assignments in online courses) does not constitute a withdrawal from the course.
3. **Class Participation:** You will be required actively engage in the course and the materials posted on D2L on a regular basis. Discussion boards and weekly quizzes will ensure that you are participating and completing the readings. Take full advantage of the opportunity to share in the learning process. Learning is an active process rather than a passive one.
4. **Module Availability:** Modules open each Tuesday listed in the schedule at 9am and close the following Monday listed in the schedule at 11pm. Once a module closes, you will no longer be able to complete the assignments within it. You may submit assignments earlier in the week that they are due if you choose. For example, you may submit the assignment due on Monday on the Thursday before, if you want. However, the next module will not open until the scheduled date. Modules will only be visible once they open. You will not be permitted to work ahead on modules because you should keep pace in the course weekly. You may complete each module in one sitting or in several chunks of time. There is a checklist associated with each module so that you can always pick up where you left off, if desired.

There are also non-graded practice exercises provided each week. Completion of these is optional. These will not expire as assignments do, so that you may go back and review them when preparing for exams.

5. **Module Quizzes:** There will be weekly quizzes covering the reading assignments. The quizzes will be timed (10 minutes each). Please see the schedule for specific dates of availability for each module quiz. Once a quiz is started, you must complete it. If you exit the quiz, you cannot return to it and cannot attempt the quiz again. There will be 13 quizzes, worth 10 points each, totaling 130 points towards your final score.
6. **Exams:** A midterm and final exam will be given, each worth 100 points. Exams are not cumulative. Exams questions may include material from readings, videos, and lectures. Exam questions may include multiple choices, true/false, and matching

questions. Exams will be administered online and contain 100 questions to be answered in 115 minutes. Please see the schedule for specific dates of availability for each exam. You will have one exam attempt and it must be completed within the required time limit. Exams may not be taken early; they will be open in the period specified in the schedule only. Exams will constitute 200 points of your final score.

7. **Late Assignments or Missed Exams:** Late assignments will not be accepted and missed exams may not be made up unless there are legitimate reasons and the appropriate documentation is presented. You must notify me of the situation via email and provide documentation prior to the beginning of the period in which the exam is given or the assignment is due in order to request alternate accommodations. Makeup exams and acceptance of late assignments will be permitted for appropriate reasons only and will require official documentation. There are three types of excused absences: required military duties, university-sanctioned functions and travel related thereto, and court summons/subpoenas. Official documentation must accompany each of these for them to be excused. Major medical events (such as birth of a child or surgery) may also be excused at the discretion of the instructor and with official documentation. The format of the makeup exam may differ from the original exam at the discretion of the instructor.

This course is completely online. Technology issues at the last minute are not acceptable reasons for lateness or missed exams. Completing work prior to the due date will ensure that last minute technology challenges will not be a problem.

8. **Discussion Boards:** You will be required to post to a discussion board bi-weekly. I will pose a question or statement and you are to respond to it. Your original post should consist of five to seven sentences and exhibit critical thinking and an understanding of the topic. Also, you will be required to respond to the posts of at least two classmates each week in which there is a discussion, with at least four sentences in each response. You must start a thread in the discussion before you can see the posts of others. See the discussion board grading rubric so that you are clear on expectations before posting. There will be 7 discussions, worth 10 points each, and will total 70 points towards your final score.

The exception in this grading category is the introduction discussion board. There will be no grading rubric for the first discussion board post and no requirement to respond to the posts of others. Everyone will receive full credit for the first post if directions in the module are followed and it is timely posted.

9. **Grading Policy:** All assignments will be graded within seven days of the closing of the module. Grades will be posted in D2L and will not be communicated via email. Grades will be computed in the following manner:

Exams (2)	200 points
Module Quizzes (13)	130 points
<u>Discussion Board Posts (7)</u>	<u>70 points</u>
Total	400 points

To determine your score, add all of the points that you have earned and divide by the number of points available at that point in the course. For example, if you earned 350 of the 400 available points at the end of the course, your score would be 88 ($350/400 = .875 \times 100 = 87.5$).

When calculating final scores, scores of .50 or higher will round up to the next whole number. For example, 89.50 would round up to 90 but 89.35 would not. The final score column is visible in D2L, which will allow you to see where you stand in the course at all times. Once all items are graded, the final score column will show your actual final score in the course. Before then, consider it a cumulative score as you progress in the course.

90-100% = A 80 - 89% = B 70 - 79% = C 60 - 69% = D Below 60% = F

10. **Student Success Links:** Life will always bring challenges. Below are a few resources to assist you in handling challenges that may arise, both academically and personally.

The Writing Center: <http://writingcenter.kennesaw.edu/>. The KSU Writing Center helps students in all majors improve their writing. Experienced, friendly writing assistants help with topic development, revision, research, documentation, grammar, and more. For more information or to make an appointment, visit writingcenter.kennesaw.edu or stop by English Building, Room 242 (Kennesaw campus) or Johnson Library, Room 121 (Marietta campus).

Academic Support Services:
<http://studentengagement.kennesaw.edu/acsa/advising/>

Student Disability Services: http://www.kennesaw.edu/stu_dev/dsss/welcome.html

ESL Study and Tutorial Center: <http://uc.kennesaw.edu/academicinitiatives/esl/> and http://uc.kennesaw.edu/academicinitiatives/docs/Guide_to_the_ESL_Center.pdf

Career Planning and Development: <http://careers.kennesaw.edu/>

Counseling and Psychological Services:
<http://www.kennesaw.edu/studentssuccessservices/cps/services.php>

Center for Health Promotion and Wellness:
<http://wellstarcollege.kennesaw.edu/wellness/>

Student Health Services: <http://studenthealth.kennesaw.edu>

Important Dates and Deadlines

Drop/add period: August 13-19

Last day to withdraw without academic penalty: October 3

Holidays: September 3 (Labor Day) and November 19-25 (Thanksgiving/Fall Break)

Graduation: December 11-12

Final grades due: December 13

University Policies

1. **Academic Integrity Statement:** In the event of academic dishonesty, policies stated in the KSU Student Codes of Conduct will be followed. The Student Codes of Conduct may be found online at <http://scai.kennesaw.edu/codes.php>. Cheating includes presenting another's work as your own, presenting previous work as work done in this semester, copying the work of another, etc. If you have any questions about whether an activity is cheating, refer to the link above. The instructor will determine the sanction(s) for dishonest behavior. Academic dishonesty may result

in an F for the assignment, exam, and/or the entire course and may result in suspension or expulsion from the University.

2. **Disability Statement:** Students who wish to request accommodation for a disability may do so by registering with the Student Disability Services. Students may only be accommodated upon issuance by the Student Disability Services of a signed Accommodation Plan and are responsible for providing a copy of that plan to instructors of all classes in which an accommodation is sought. For more information, please see <http://studentsuccess.kennesaw.edu/sds/>.
3. **Confidentiality and Privacy Statement (FERPA):**
<http://enrollmentservices.kennesaw.edu/training/ferpa.php>
4. **University – Student Rights Statement:**
<http://catalog.kennesaw.edu/content.php?catoid=27&navoid=2263>
5. **Ethics Statement:** <http://scai.kennesaw.edu/codes.php>
6. **Course Accessibility Statement (ADA statement):**
<http://sss.kennesaw.edu/sds/institutional-policies.php>
7. **Responsible Employee Disclosure:** Kennesaw State University prohibits all acts of sexual violation (misconduct) by students, faculty and staff. Employees are considered responsible employees and must report incidents of sexual violation (misconduct). In case of an emergency, contact the local police by dialing 911 or contact the Campus Police at (470) 578-6666 or (770) 423-6666.

The University Sexual Harassment Statement: <http://scai.kennesaw.edu/codes.php>.

Reporting student, faculty, and staff violations: TellKSU
<http://tellksu.kennesaw.edu/index.php> (470) 578-2614

Reporting crimes: KSU Department of Public Safety and University Police
Emergencies: (470) 578-6666 or (770) 423-6666
Non-Emergencies: (470) 578-6206

Support and advocacy: Office of Victim Services ovs.kennesaw.edu/resources.php
(470) 578-4257

Support: Women's Resource & Interpersonal Violence Prevention Center
ovs.kennesaw.edu/resources.php (470) 578-7858

Students may confidentially disclose incidents of sexual violation (misconduct) to the health care providers listed without initiating a university investigation.

Medical care: Student Health Services <http://studenthealth.kennesaw.edu>
(470) 578-6644

Counseling: Counseling & Psychological Services
studentsuccess.kennesaw.edu/cps/ (470) 578-6600

Schedule*:

*The course syllabus provides a general plan for the course. Deviations may be necessary and are at the discretion of the instructor. Any deviations will be announced on D2L.

Late assignments will not be accepted; see the policy on late assignments above.

Module Begin Date (at 9am)	Module End Date (at 11pm)	Module Name	Topic	Assignments	Points Value
Aug 13	Aug 20	Start Here	Introduction to the Course	Introduction Discussion	10
Aug 21	Aug 27	Module 1	The Criminal Justice System, Part 1	Module 1 Quiz	10
Aug 28	Sept 4 (extended due date because of Labor Day)	Module 2	The Criminal Justice System, Part 2	Module 2 Quiz	10
				Module 2 Discussion	10
Sept 4	Sept 10	Module 3	Measures of Crime and Victimization	Module 3 Quiz	10
			Theories of Punishments		10
Sept 11	Sept 17	Module 4	Criminal Law	Module 4 Quiz	10
				Module 4 Discussion	10
Sept 18	Sept 24	Module 5	Policing, Part 1	Module 5 Quiz	10
Sept 25	Oct 1	Module 6	Policing, Part 2	Module 6 Quiz	10
				Module 6 Discussion	10
Oct 2	Oct 8	Midterm – Modules 1-6		Open Oct 3 at 9am to Oct 5 at 11pm	100
Oct 9	Oct 15	Module 7	Courts, Part 1	Module 7 Quiz	10
Oct 16	Oct 22	Module 8	Courts, Part 2	Module 8 Quiz	10
				Module 8 Discussion	10

Oct 23	Oct 29	Module 9	Adjudication and Sentencing	Module 9 Quiz	10
Oct 30	Nov 5	Module 10	Community Corrections	Module 10 Quiz	10
				Module 10 Discussion	10
Nov 6	Nov 12	Module 11	Corrections	Module 11 Quiz	10
Nov 13	Nov 19	Module 12	Juvenile Justice	Module 12 Quiz	10
				Module 12 Discussion	10
Nov 19	Nov 25	Fall Break			
Nov 26	Dec 3	Module 13	Special Topics - School Safety, Collateral Consequences, and Incarceration Trends	Module 13 Quiz	10
Dec 4	Dec 10	Final Exam – Modules 7-13		Open Dec 5 at 9am to Dec 8 at 11pm	100