



Syllabus: Court Systems and Practices

Course Number: CRIJ1306.01

Semester & Year: Spring 2016

Instructor Information

Name: Stephen Gass

Office: SSB Office D

Class: SSB Room 14

Telephone: 903-823-3235

E-mail: stephen.gass@texarkanacollege.edu

Office Hours:

MW 7:30 - 8:00am, 9:30 - 11:00am, 12:30 - 1:30pm

TR 7:30 - 8:00am, 11:00 - 12:30pm

T 5:00 - 6:00pm

F 8:00 - 10:00am

Other hours by appointment

Textbook Information

Texas Criminal codes Plus 2015-16, ISBN 978-1-59839-222-7, G. M. Secrest Jr.

Student Learning Outcomes for the Course

CRIJ 1306 Court Systems and Practices is the study of the judiciary in the criminal justice system; structure of the American court system; prosecution; right to counsel; pretrial release; grand juries; adjudication process; types and rules of evidence and sentencing.

Student Requirements for Completion of the Course and Due Dates

Instruction for this course will be accomplished through lecture, audio/video presentations, discussions and student participation. Students should read the text for the course prior to arrival in class, be attentive and take notes during lecture. Student participation is essential to the learning process, and students are expected to answer questions and engage in professional debate. See the listed class schedule for assignment and test due dates. Notes will occasionally be allowed for exams, however no notes will be permitted for makeup exams. Students are required to have Scantron sheets and #2 pencils for tests.
(Exams are worth 75% of your final grade)

Students are required to submit a **hand-written** essay including an introduction, body and conclusion in response to the Films on Demand video “**Court, Trials, and Sentencing: Due Process**”. The video can be accessed from the link on the course home page. However, if you are unable to open the link it can be accessed from Films on Demand at <http://digital.films.com> using the USER ID: texarkana and

PASSWORD: texas, and searching for the video title. The essay will be due on Monday of the following week in class.

(This assignment is worth 10% of your final grade)

Students are required to complete a **typed** Informative Essay about a substantial contemporary criminal justice issue that will be submitted as an assignment through the course homepage. The essay should be four to six double spaced pages long and consist of at least five or six paragraphs including an introduction, body and closing paragraphs. The essay must contain information from a minimum of three cited sources including but not limited to peer-reviewed articles, books and websites. Do not use Wikipedia as a source. The essay will be graded on content and a demonstration of investigative effort in developing and expressing the factual information on the issue. The topic for the assignment must be approved by Friday, February 12, 2016, before starting the essay. You will be allowed to turn the essay in once for a preliminary review and response before receiving a final grade, however the final copy must be submitted for grading no later than Friday, April 1, 2016.

(This assignment is worth 10% of your final grade)

Students are required to submit five (5) brief **hand-written** responses to a Contemporary Criminal Justice issue during this semester. The response must state the issue being reported and the response of the student to the subject. Sources to consider using are newsprint, magazines, professional journals, television and/or radio news programs and internet news sites. A copy of the article must be submitted with the written response or the article or news program must be cited. As a **bonus** students may submit up to six (6) more responses, however under no circumstances will more than one response be accepted per week.

(This assignment is worth 5% of your final grade)

You have the following possibilities for earning points:

| | |
|---|-------------------------|
| (1) 14 Chapter tests (100 points each) - | 1,400 total points |
| (2) Court, Trials, and Sentencing: Due Process | 100 total points |
| (3) Informative Essay | 100 total points |
| (4) 5 Contemporary Issues response (20 points each) - | 100 total points |
| (5) Final Exam (100 points) - | <u>100 total points</u> |
| | 1,800 total points |

Bonus

- Up to six Contemporary Issues response (10 points each)
- Lecture notes folder (five points per exam)

Grading Scale

| Grade | |
|--------------|----------|
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| F | 59-below |

Class Schedule

Holidays: MLK Day: February 18, 2016 Spring Break: March 7 - 11, 2016

| Week | Dates | Material to be covered |
|------|------------------|---|
| 1 | 1/18 - 22/2016 | Mon. No classes Wed. Go over syllabus and begin Chapters 1, 2 & 3 |
| 2 | 1/25 - 29/2016 | Mon. finish Chapters 1, 2 & 3 Wed. Chp. 1, 2 & 3 <u>test(1)</u> and begin Chapters 4, 5 & 6 |
| 3 | 2/01 - 2/2016 | Mon. Court, Trials, and Sentencing: Due Process Wed. Chp. 4, 5 & 6 <u>test(2)</u> and begin Chp. 7, 7a, 8, 9 & 10 |
| 4 | 2/08 - 12/2016 | Mon. finish Chapters 7, 7a, 8, 9 & 10 Wed. Chp.7, 7a, 8, 9 & 10 <u>test(3)</u> and begin Chp.11, 12 & 13 |
| 5 | 2/15 - 19/2016 | Mon. finish Chapters 11, 12 & 13 Wed. Chp. 11, 12 & 13 <u>test(4)</u> and begin Chapters. 14 & 15 |
| 6 | 2/22 - 26/2016 | Mon. finish Chapters 14 & 15, Wed. Chp. 14 & 15 <u>test(5)</u> and begin Chapters 16 & 17 |
| 7 | 2/29 - 3/04/2016 | Mon. finish Chapters 16 & 17, Wed. Chp. 16 & 17 <u>test(6)</u> and begin Chapter 18 |
| 8 | 3/07 - 11/2016 | Spring Break - Campus closed |
| 9 | 3/14 - 18/2016 | Mon. finish Chapter 18, Wed. Chp. 18 <u>test(7)</u> and begin Chapters 19, 20, 21,23 & 24 |
| 10 | 3/21 - 25/2016 | Mon. finish Chapters 19, 20, 21, 23 & 24 Wed. Chp.19, 20, 21, 23 & 24 <u>test(8)</u> and begin Chp. 26 - 28 |
| 11 | 3/28 - 4/01/2016 | Mon. finish Chapters 26, 27 & 28 Wed. Chp. 26 - 28 <u>test(9)</u> and begin Chapters 29 - 32A |
| 12 | 4/04 - 08/2016 | Mon. finish Chapters 29, 30, 31, 32 & 32A Wed. Chp. 29 - 32A <u>test(10)</u> and begin Chapters 33 - 37 |
| 13 | 4/11 - 15/2016 | Mon. finish Chapters 33, 34, 35, 36 & 37 Wed. Chp. 33 - 37 <u>test(11)</u> and begin Chp. 38 - 40 & 42 |
| 14 | 4/18 - 22/2016 | Mon. finish Chapters 38, 39 & 42, Wed. Chp. 38 - 40 7 42 <u>test(12)</u> and begin Chp. 47, 56 & 59 |
| 15 | 4/25 - 29/2016 | Mon. finish Chapters 47, 56 & 59, Wed. Chp.47, 56 & 59 <u>test(13)</u> and begin Texas R. of E. |
| 16 | 5/02 - 06/2016 | Mon. Texas Rules of Evidence <u>test(14)</u> and exam review Wed. Comprehensive exam review |
| 17 | 5/09 - 13/2016 | Comprehensive Exam, May 9, 2016, 10:30am-12:30pm Graduation - Tuesday, May 17, 2016 |

Attendance Policy

Success in this course depends on your regular attendance and participation in class. Attendance will be taken at the beginning of each class period and students will be dropped from the course due to excessive unexcused absences. A student may be dropped from this course after their fourth absence. Three tardies constitute one absence. Any student arriving more than fifteen minutes late for class or leaving early will be considered absent if prior approval has not been

obtained by contacting me in my office by telephone at 903-823-3235 or email at stephen.gass@texarkanacollege.edu prior to the beginning of class. Approval will only be given in the case of unavoidable emergencies and you may be required to provide written proof.

A student absent due to school trips and/or school business will not have the absence counted against the student's allowable number of absences. A student absent for military duty or for recognized Holy Days will not have the absence counted against the student's allowable number of absences in accordance with the Texarkana College Student Handbook. In these circumstances students will be expected to satisfactorily complete the assignment and/or examination within a reasonable time after the absence. It is the student's responsibility to notify the Instructor of their intended absence. The Texarkana College Student Handbook can be accessed for guidance at www.texarkanacollege.edu.

Do not stop attending class without formally withdrawing from the course by the institution's published Last Day to Drop for this semester. Texarkana College policy states that if a student does not attend class and does not withdraw from the class, the student will receive a grade of **F** in the class and this could affect your current or future financial aid eligibility. The last date you attend will be reflected on the final grade sheet resulting in the reimbursement of grant and scholarship funds.

Make-up Policy

Any assignment and/or examination that is made up due to an excused absence is expected to be satisfactorily completed by the following Thursday of the missed assignment date. If an assignment and/or examination have bonus questions, bonus points will not be possible except if the absence was due to a school trip and/or business, military duty or a recognized Holy Day.

Academic Integrity Statement

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an "F".

This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Texarkana College Student Handbook at www.texarkanacollege.edu.

Class Conduct Policy

Cell phones and beepers must have the ringer turned off and not visible in the class unless an emergency situation exists. This situation must be discussed with the instructor prior to class. If a student is caught text-messaging in class, the student may be dropped from the class. If a student's cell phone rings in class, the student will receive a warning and may be dropped from class after the second offense. Use

of a cellphone in class is disruptive to the learning environment and a distraction to students in the classroom.

The classroom should be treated as a professional environment and distractions should be kept to a minimum. Students should make arrangements with the instructor in advance if they need to leave class before dismissal or arrive late for class. Students that have made arrangements to leave class early should sit as close to the door as possible. There will be a zero tolerance policy for any behavior that is disruptive to classroom learning. Professional debate is encouraged to enhance the learning environment however rude and vulgar behavior will not be tolerated. This includes ANY use of vulgar language or rude behavior toward instructor or any other student in the class. Students asked to leave the class for improper behavior will be dropped from the course.

Disability Act Statement:

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Larry Andrews at 903.823.3283, or go by the Recruitment, Advisement, and Retention Department located in the Administration building for personal assistance.

If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

Financial Aid:

Attention! Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.