



**Syllabus:** Court Systems and Practices

**Course Number:** CRIJ1306.1W

**Semester & Year:** Spring 2022

**Instructor Information**

Name: Stephen Gass

Office: SSB Office D

Class: SSB Room 14

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Office Hours:

MW 7:30am - 9:20am, 11:00am - 1:00pm

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

F 8:00 - 10:00am

Other hours by appointment

**Textbook Information**

Courts and Criminal Justice in America 3ed, ISBN 978-0-13-452669-0, Larry Siegel

**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 Web-based content and activities on the course homepage, audio/video presentations and weekly discussions between students and me posted on the coursework page under Forum Post. Your post and your responses must be at least a full paragraph long. Late submissions on the post will not be accepted. Students should read the text for the course prior to making a post or response. Student participation is essential to the learning process, and students are expected to answer questions and engage in professional discussion. This course will cover material involving politics and religion. It is important that you understand some topics might be controversial but are discussed for an academic purpose. Be respectful and professional in your responses. See the listed class schedule for assignment, forum post and test due dates. Prior to beginning, the course students will take the introductory quiz. It is the student's responsibility to ensure they are accessing the course web-based content from a secure location that will not lose connectivity.

Students will complete all assignments and exams through web-based content. All exams will be timed. If you feel you have inadequate time to complete the exam please contact me and arrangements will be made to complete the exam. In the

event of losing internet connectivity while completing an exam, you must complete and submit a LMS Interrupted Test form located in the blue column on the left side of your course homepage. This will notify the Texarkana College Information Technology department of the issue. In addition, you must immediately notify me of the incident. Repeated requests to reopen exams due to losing connectivity will result in a requirement to take exams on the campus.

Students are required to submit an essay of approximately one page in length 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 and must be posted by 11:55pm.

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 must be a minimum of four complete to six double spaced pages long (excluding title page and works cited page) and consist of at least five or six paragraphs including an introduction, body and closing paragraphs, with a works cited page attached. The essay must contain information from a minimum of three cited sources including but not limited to peer-reviewed articles, books and websites. At least one source must be a peer-reviewed article. 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. Do not merely write a paper about your opinion on a subject. The topic for the assignment must be approved by Friday, February 4, 2022, through the course assignment page and failure to obtain approval will result in a ten (10)-point reduction in grade for the assignment. The assignment must be submitted through the course homepage for grading no later than Friday, April 22, 2022. There will be no exceptions made for late submissions.

Students are required to submit five (5) brief responses to a Contemporary Criminal Justice issue during this semester. The response must be a minimum of a full paragraph in length and state both the issue being reported and the response of the student to the subject. Sources to consider using are newsprint, 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.

**You have the following possibilities for earning points:**

(1) 14 Chapter tests (100 points each) -	1,400 total points
(2) 14 Forum Posts (10 points each) -	140 total points
(3) Court, Trials, and Sentencing: Due Process -	100 total points
(4) Informative Essay-	100 total points
(5) 5 Contemporary Issues response (20 points each) -	100 total points
(6) Final Exam (100 points) -	<u>100 total points</u>
	1,940 total points

**Bonus**

- Up to **six** Contemporary Issues response (10 points each)
- Study notes folder (maximum of three points per exam)
- Movie with response questions
- Prison tour (on availability)

**Grading Scale**

<b>Grade</b>	
<b>A</b>	90-100
<b>B</b>	80-89
<b>C</b>	70-79
<b>D</b>	60-69
<b>F</b>	59-below

## Class Schedule

Holiday: MLK holiday January 17, 2022    Spring Break March 14-18, 2022

Week	Dates	Material to be covered
1	1/17 – 21/2022	Read the Syllabus and complete course introductory quiz, complete first Contemporary Issue Response
2	1/24 – 28/2022	Review Lecture Notes and respond to Forum Question, Take Chapter 1 <u>test</u>
3	1/31 – 2/04/2022	Review Lecture Notes and respond to Forum Question, Take Chapter2 <u>test</u> , view and respond to <b>Court, Trials, and Sentencing: Due Process video</b> <b>Research Essay Topic Approval due by 2/04/2022</b>
4	2/07 – 11/2022	Review Lecture Notes and respond to Forum Question, Take Chapter3 <u>test</u>
5	2/14 – 18/2022	Review Lecture Notes and respond to Forum Question, Take Chapter 4 <u>test</u>
6	2/21 – 25/2022	Review Lecture Notes and respond to Forum Question, Take Chapter 5 <u>test</u>
7	2/28 – 3/04/2022	Review Lecture Notes and respond to Forum Question, Take Chapter 6 <u>test</u>
8	3/07 – 11/2022	Review Lecture Notes and respond to Forum Question, Take Chapter 7 <u>test</u>
9	3/14 – 18/2022	Campus closed: Spring Break
10	3/21 – 25/2022	Review Lecture Notes and respond to Forum Question, Take Chapter 8 <u>test</u>
11	3/28 – 4/01/2022	Review Lecture Notes and respond to Forum Question, Take Chapter 9 <u>test</u>
12	4/04 – 08/2022	Review Lecture Notes and respond to Forum Question, Take Chapter10 <u>test</u>
13	4/11 – 15/2022	Review Lecture Notes and respond to Forum Question, Take Chapter 11 <u>test</u>
14	4/18 – 22/2022	Review Lecture Notes and respond to Forum Question, Take Chapter12 <u>test</u> <b>Research Essay due 4/22/2022 by 11:55pm</b>
15	4/25 – 29/2022	Review Lecture Notes and respond to Forum Question, Take Chapters 13 and 14 <u>test</u>
16	5/02 – 06/2022	Review Lecture Notes and respond to Forum Question, Take Chapters 15 and 16 <u>test</u> and Comprehensive exam review
17	5/09 – 12/2022	<b>Final Exam due, Tuesday, May 10th @ 12:00pm (NOON), Graduation – May 12, 2022</b>

## Attendance Policy

Success in this course depends on your regular participation in class through the course homepage. Attendance will be determined through weekly participation in

discussion questions as assigned and weekly exams. Failure to complete weekly assignments will result in an absence for the week. A student will be dropped from the course due to excessive unexcused absences. A student may be dropped from this course after their third absence. In accordance with attendance requirements for online classes published in the Online Course Handbook for Students on the Texarkana College website, online students may be dropped for failing to complete weekly activities as assigned by the instructor. If you are expecting to be unable to perform your assignment and exam for a week you should obtain prior approval by contacting me in my office by telephone at 903-823-3235 or email at [stephen.gass@texarkanacollege.edu](mailto:stephen.gass@texarkanacollege.edu) prior to the beginning of the week. 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 students responsibility to notify the Instructor of their intended absence. The Texarkana College Student Handbook can be accessed for guidance at [www.texarkanacollege.edu](http://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.

### **Class Conduct Policy**

The classroom including web-based content and activities on the course homepage and weekly discussions between students posted on the course homepage should be treated as a professional environment and distractions should be kept to a minimum. There will be a zero tolerance policy for any behavior that is disruptive to the learning process. 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. The field of Criminal Justice often involves topics that some might find controversial including but not limited to political and religious beliefs. Topics discussed in class are for an educational purpose and students must remain civil and

respectful. Students asked to refrain from continued improper behavior will be dropped from the course.

### **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](http://www.texarkanacollege.edu).

### **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.

### **Basic Needs Security Statement:**

Any student who has difficulty affording groceries or accessing enough food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in this course or ability to remain in school, is urged to contact Tonja Blase, Director of Student Retention, at 903.823.3349 for support. Furthermore, please notify the professor if you are comfortable in doing so.