
CJ 5301 Overview and Administration of CJ

Instructor: *Judge Atkinson*

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Email is the best contact for any reason. Anyone not receiving a reply to their email within 48 hours should resend.

Required Books

Justice Administration
Police, Courts and Corrections Management
NINTH EDITION
ISBN-13: 978-0-13-487140-0

Course Description

This class is designed for students to examine all facets of the criminal justice system as well as several related matters of interest to prospective and current administrators. The subject is wide-ranging and covers multiple administrative positions.

STUDENTS LEARNING OUTCOMES

SLO 1 Student will be able to demonstrate knowledge of specific areas of the U.S. Constitution as it relates to specific legal liabilities.

SLO 2 Student will be able to demonstrate knowledge of criminological theories and apply those theories to an analysis of practical criminal justice events.

SLO 3 Student will be able to demonstrate a working knowledge of the specific language of the Criminal Justice System, ability to identify the individual parts and costs associated with the Criminal Justice System and demonstrated knowledge in recognizing the political influences on the CJ system.

COURSE LEARNING OBJECTIVES

This course is designed to provide knowledge about various topics related to critical issues in criminal justice. Upon successful completion of this course, you will be able to:

LO1- Explore the various administrative issues that have been seen and are being seen throughout U.S.

LO2- Learn and understand the different forms of administration that exist and their impact.

LO3- Learn, examine, and discuss different issues that have happened and can happen along with the various consequences that can come as a result, according to their severity.

LO4- Learn and understand the multiple facets that are vital in correctly and efficiently working together to produce a reputable administration.

LO5- Understand issues, problems, functions and challenges that can be found within various entities.

LO6- Learn, examine, and evaluate the experiences presented by administrators not limited to past administrators.

MARKETABLE SKILLS

This course is designed also to help the students for building various marketable skills to use in their Criminal Justice related professions. Specifically, in this course, the following marketable skills, which are some of the most important skills for such careers, will be emphasized during this course:

1. MS 1-Verbal & Written Communication Skills
2. MS 2- Critical Thinking and Observation
3. MS 3- Multicultural Understanding
4. MS 4- Accessing Resources with the most current updates of legal codes and procedures.
5. MS 5- Teamwork and Working Collaboratively
6. MS 6- Analyzing the Factors Contributing to Issues in Criminal Justice Administration

This course will be contained within the Blackboard format and will not meet in person during the term. Students are expected to log in regularly to complete assignments. Students should familiarize themselves with all the sections of blackboard available for this course.

Assignments and tests will be listed under the appropriate subheading. Students will also need to become familiar with the discussion board for completing some of this work.

Students will be expected to be self-motivated and work independently. Students will engage in research, reading, and writing. Any computer glitches must be reported promptly, or the student will not receive credit on the affected work.

Technical problems can be reported to me - through e-mail is usually the best idea, and/or to the Help Desk at 432-837-8888 locally, 8888 from on campus or 1-888-837-2882 from out of area. You can also log into the LTAC system and create a ticket by going to <https://techassist.sulross.edu/> If you report an issue through the Help Desk or create a ticket by logging into the system, you should send me an email with a description of your issue and the ticket number so I can help ensure that technical issues are addressed and do not negatively affect your grades. If you do not promptly report your technical problems, you will not get credit for any work affected by the problem.

Requirements

Final grades for this course will be based on your performance on the following items:

- Assignments 150 pts (15 assignments, 10 points each)
- Discussion Questions 150 pts (15 threads, 10 points each)
 - Final Exam 100 pts
 - Midterm Exam 100 pts
- Quizzes 100 pts (5 quizzes, 20 points each)

Total 600 pts

Scale: A 600-550 B 549-500 C 499-450 D 349-300 F 299 & below

Quizzes, Tests, Exams

The testing format for this course may consist of multiple choice, true/false and fill in the blank questions. The testing schedule will be posted under the Quiz, Test, Exam section of the course. There will be no make-ups for any assigned testing content. There will be five quizzes, each covering the corresponding part of the book (Quiz One-Part one, Quiz Two-Part Two, etc). The testing content will each cover the sections that will need to be covered by the testing date. Content within the test may also relate to the questions from the Discussion Board section of the course. Therefore, students are expected to read the responses to the Discussion Questions carefully and to do any research needed to master the information presented.

Assignments

Students will be required to complete assignments as assigned. Assignments will consist of open-ended questions, definitions, out of text learnings and other methods of checking for understanding. Some assignments may require the student do additional research on their behalf to successfully complete the assignment. A list of assignments and their respective due dates have been uploaded in the Assignments section of Blackboard.

Discussion Questions

Each Monday there will be a new discussion question posted on the Discussion Board section of Blackboard. Students are required to post an **initial thread by Wednesday by 11:59 p.m.**, and they will also be expected to **respond to three posts made by other students by Sunday by 11:59p.m.** Initial posts need to be elaborate and contain a minimum of 300 words per answer. If three questions are asked that would be a minimum of 900 words. When responding to your classmates be sure to respond with a minimum of 200 words. Students are expected to contribute in significant ways to the discussion boards, based on the readings, but also on personal experience and knowledge gained through other course work, media reports, etc. This portion of the course is expected to replace the normal dialog that would occur within an in-class course and students will be expected to have a thorough knowledge of the subjects being discussed. This means that students will have to do outside research.

Code of Conduct

Students are expected to behave as professional adults. Students are expected to do their own work on all tests and assignments. Cheating and plagiarism on tests or assignments will result in a grade of "F" on that part of the course, a possible grade of "F" for the entire course, and possible recommendation for suspension from the university.

Plagiarism consists of presenting the work of another as one's own (i.e., without proper acknowledgment of the source) and submitting examinations or other work in whole or in part as one's own when such work has been prepared by another person or copied from another person (see the Student Handbook).

Open discussion of course issues is encouraged, however, abusive, offensive or otherwise inappropriate language will not be tolerated – this includes profanity, racial/ethnic slurs, personal attacks on other members of the course, etc. Part of the learning process is learning to communicate effectively and professionally. A direct quote from a published source may

occasionally contain such language, but use of the quote should be limited and explained – why is it necessary to use such quote?

Any assignment containing abusive, offensive, or profane language, or creating an offensive environment in the course will result in a grade of 0 for that assignment.

Distance Education Statement

Students enrolled in distance education courses have equal access to the university's academic support services, library resources, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should submit online assignments through Blackboard or SRSU email, which require secure login information to verify students' identities and to protect students' information. The procedures for filing a student complaint are included in the student handbook. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website.

SRSU Library

The Sul Ross State University Library offers FREE resources and services to the entire SRSU community. You can access and borrow books, articles, and more. If you are not on campus, you can still take advantage of what the library has to offer by visiting the library's website, library.sulross.edu. If you are off campus, you can gain access by logging in with your Lobold and password. Librarians are a tremendous resource for your coursework and can be reached in person, by email (srsulibrary@sulross.edu), or by phone (432)-837-8123.

STUDENTS WITH SPECIAL NEEDS

ADA Statement

Sul Ross State University (SRSU) is committed to equal access in compliance with Americans with Disabilities Act of 1973. It is SRSU policy to provide reasonable accommodations to students with documented disabilities. It is the Student's responsibility to initiate a request, in order to do so please contact:

Ms. Rebecca Greathouse Wren, M.Ed., LPC-S

Director/Counselor, Accessibility Services Coordinator

432.837.8203

E-mail: rebecca.wren@sulross.edu

On Campus location: Ferguson Hall (Suite 112)
P.O. Box C-122, Sul Ross State University, Alpine, Texas 79832.

Students should then contact the instructor as soon as possible to initiate the recommended accommodations.