

1301 Introduction to Criminal Justice

CRN: 11843

Meeting Location: LART 222

Meeting Time: 9:00- 10:20

Meeting Days: Monday and Wednesday

Who is teaching the class?

Ms. Cheryl Lynn Ordaz

Office # 915.747.7081

Office Location: Prospect Hall #209

Email: clordaz@utep.edu

What is this course about?

This class will provide an overview of the principles, practices, and procedures of the criminal justice system and its components, namely, the police, the courts, and corrections. The class presents an introductory examination to the operations and issues of the United States justice system

Course Objectives:

Understanding of the vocabulary used in this field (criminal justice)

Understand the crime problem in the United States and the criminal justice decision network

Identify problems and practices of the police

Understand the workings of the courts and corrections

Apply knowledge of the criminal justice system and develop a research paper.

What do I need to do in this class?

These requirements are mandatory and are explained fully in the syllabus

Exam 1 = possible 100 points

Exam 2= possible 100points

Quizzes (5)= possible 100 points

In class group discussions (10) = possible 100 points

Final Exam= possible 100 points

Do I need a book?

YES!!! Any edition works

Criminal Justice: The Essentials 4th Edition or 5th Edition

Authors: Lab, Williams, Burek, King, Buerger

ISBN-13:9780190272524

Technology Requirement

Ensure your UTEP e-mail account is working and that you have access to the Web and a secure web browser. Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, update your browser, clear your cache, or try switching to another browser.

IMPORTANT: If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP [Help Desk](#) is trained specifically in assisting with technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than I am to assist you

You will need to have access to a computer/laptop, scanner, a webcam, and a microphone. You will need to download or update the following software: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. Check that your computer hardware and software are up-to-date and able to access all parts of the course.

ALTERNATIVE MEANS OF SUBMITTING WORK IN CASE OF TECHNICAL ISSUES

I strongly suggest that you submit your work with plenty of time to spare in the event that you have a technical issue with the course website, network, and/or your computer. I also suggest you save all your work (answers to discussion points, quizzes, exams, and essays) in a separate Word document as a back-up. This way, you will have evidence that you completed the work and will not lose credit. If you are experiencing difficulties submitting your work through the course website, please contact the UTEP Help Desk. You can email me your back-up document as a last resort BUT before the deadline

If you do not have software:

You can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) free via UTEP's Microsoft Office Portal. Click the following link for more information about [Microsoft Office 365](#) and follow the instructions

How will we communicate?

clordaz@utep.edu . I will make every attempt to respond to your e-mail within 24-48 hours of receipt. I will also post announcements on Blackboard if need be. It is your responsibility to check email before class.

Classroom Rules:

Be courteous to your fellow classmates and me. We never know what someone is going through in his or her life. **Stay off your phone/laptop/any technological device** unless we are using it for discussions or in-class activities. Arrive to class on time. Participate as much as you can.

How does attendance work?

There will be a sign in sheet. You will need to be sure you sign in. At the end of semester, you will receive 30 points. Each day = 1pt. If you miss, you need a verifiable excuse.

Is make up work allowed?

Make-up works given in the case of a *documented* emergency. Note that make-up work may be in a different format than the original work, may require more intensive preparation, and may be graded with penalty points

If you miss an assignment and the reason is not excusable, you will receive a zero. It is therefore important to reach out to me—in advance if at all possible—and explain with proper documentation why you missed a given course requirement. Once a deadline is established for make-up work, no further extensions or exceptions will be granted.

Quizzes and Discussions

These can be in class or at home or in a group setting.

They are unannounced BUT I will give hints

Only 5 quizzes

10 discussions (these are in the form of group activities) will require presenting to class

Will we have exams?

Yes, there will be 3

Exam 1: essay

Exam 2: essay

Final : comprehensive multiple choice

Is there a review?

No

What if I need accommodations?

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the [UTEP Center for Accommodations and Support Services \(CASS\)](#). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the [CASS portal](#).

What if there is suspected cheating/plagiarism

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Submitting work that was used for another course for this course is cheating. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the [Office of Student Conduct and Conflict Resolution \(OSCCR\)](#) for possible disciplinary action. To learn more, please visit [HOOP: Student Conduct and Discipline](#).

PLAGIARISM DETECTING SOFTWARE

Some of your course work and assessments may submitted to SafeAssign, a plagiarism detecting software. SafeAssign is used review assignment submissions for originality and will help you learn how to properly attribute sources rather than paraphrase

Can I copy your material?

Copyright law protects all materials used in this course. The course materials are only for the use of students currently enrolled in this course and only for the purpose of this course. They may not be further disseminated

What do I do if I have COVID?

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to covidaction@utep.edu, so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID 19 testing.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that Miners can take care of Miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area, and will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit epstrong.org

What are some useful resources I may need

UTEP provides a variety of student services and support:

- [Help Desk](#): Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus.

Academic Resources

- [UTEP Library](#): Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.
- [University Writing Center \(UWC\)](#): Submit papers here for assistance with writing style and formatting, ask a tutor for help and explore other writing resources.
- [Math Tutoring Center \(MaRCS\)](#): Ask a tutor for help and explore other available math resources.
- [History Tutoring Center \(HTC\)](#): Receive assistance with writing history papers, get help from a tutor and explore other history resources.

- [RefWorks](#): A bibliographic citation tool; check out the RefWorks tutorial and Fact Sheet and Quick-Start Guide.

Individual Resources

- [Military Student Success Center](#): Assists personnel in any branch of service to reach their educational goals.
- [Center for Accommodations and Support Services](#): Assists students with ADA-related accommodations for coursework, housing, and internships.

[Counseling and Psychological Services](#): Provides a variety of counseling services including individual, couples, and group sessions as well as career and disability assessments

Outline for class

8/28- 8/30= intro to class. Cont'd

9/4-9/6 = no class. Syllabus quiz

9/11-9/13 =

9/18-9/20=

9/25-9/27

10/2-10/4

10/9-10/11

10/16-10/18

10/23-10/25

10/30-11/1

11/6-11/8

11/13-11/15

11/20-11/22 No class (thanksgiving break)

11/27-11/29

12/4-12/6