

CRIJ 1301: Introduction to Criminal Justice (ONLINE)

CRN: 1301/CRN 23466

Professor: Ms.Cheryl Lynn Ordaz

clordaz@utep.edu please double check that you use correct email

Office Hours: Virtually (let me know if you need to meet I do not have set hours BUT I am always available)

Course Information: What this class is about and what we will do

COURSE DESCRIPTION

This class is structured to provide an overview of the principles, practices, and procedures of the criminal justice system and its components, namely, the police, the courts, and corrections. It is geared to present an introductory examination to the operations and issues of the United States justice system.

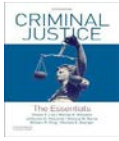
COURSE OBJECTIVES OR EXPECTED LEARNING OUTCOMES

- 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
- The class presents an approach to communication that helps students determine the most effective strategies, to use in different contexts. It teaches students a systematic approach for analyzing situations and then producing a variety of documents and presentations while gaining more confidence and fluency in visual, oral, and written communication. In addition, because communication is central to being an active and engaged member of society, the course also provides a space for informed advocacy

LEARNING MODULES

This course is designed using a modular format—that is, weeks are “packaged” as a single module so that all the materials, lecture notes, submission areas, discussion posts are in one area for a given week. We will take **two weeks** per chapter to give you time for discussion posts and quizzes.

REQUIRED MATERIALS



Criminal Justice: The Essentials 4th Edition
or 5th Edition /6th Edition
9780190272524

Authors: Lab, Williams, Burek, King, Buerger
ISBN-13:

COURSE ASSIGNMENTS AND GRADING

There are certain requirements that will be necessary for the successful completion of this course. These requirements are mandatory and are explained fully in the syllabus:

Exam 1 will cover chapters 1-4	(possible 50 points)
Comprehensive Final Exam (1-7)	(possible 50 points)
Quizzes (5 total)	(possible 100 points)
Mini Research Papers(2 total) 50 points each	(possible 100 points)
Group Discussion (7 total) 29 points each	(possible 203 points)

Key concepts to keep in mind: modules will open on Sundays @ 5 a.m. and close on Saturdays @11 p.m. (you will have 2 weeks to complete all work within module).

Week 1 and 2-Chapter 1	(1/14-1/27)
Week 3 and 4-Chapter 2	(1/28-2/10) RP#1
Week 5 and 6-Chapter 3	(2/11-2/24)
Week 7 and 8-Chapter 4	(2/25-3/9) Ex.1
Week 9 and 10-Chapter 5	(3/10-3/23)
Week 11 and 12-Chapter 6	(3/24-4/6)
Week 13 and 14-Chapter 7	(4/7-4/20) RP#2
Week 15 and 16-FinalExam	(4/21-5/4)

Grade Distribution: 503 point scale

A = 500-450

B = 449-400

C = 399-350

D = 349-300

Below 300 points = F

TECHNOLOGY REQUIREMENTS

Course content is delivered via the Internet through the Blackboard learning management system. Ensure your UTEP e-mail account is working and that you have access to the Web and a stable 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.

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.

If you do not have a word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP's Microsoft Office Portal. Click the following link for more information about [Microsoft Office 365](#) and follow the instructions.

IMPORTANT: If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP [Help Desk](#) as they are 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!

Course Communication: How we will stay in contact with each other

- **Email:** UTEP e-mail is the best way to contact me. Use proper email clordaz@utep.edu . I will make every attempt to respond to your e-mail within 24-48 hours of receipt. *When e-mailing me, be sure to email from your UTEP student account and please put the course number in the subject line. In the body of your e-mail, clearly state your question. At the end of your e-mail, be sure to put your first and last name, and your university identification number.*
- **Discussion Board:** If you have a question that you believe other students may also have, please post it in the Help Board of the discussion boards inside of Blackboard. Please respond to other students' questions if you have a helpful response.
- **Announcements:** Check the Blackboard announcements frequently for any updates, deadlines, or other important messages.

NETIQUETTE

As we know, sometimes communication online can be challenging. It's possible to miscommunicate what we mean or to misunderstand what our classmates mean given the lack of body language and immediate feedback. Therefore, please keep these netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action.

- Always consider audience. This is a college-level course; therefore, all communication should reflect polite consideration of other's ideas.

- Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.
- When reacting to someone else’s message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.
- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.

Course Policies: What do you need to do to be successful in the course

ATTENDANCE AND PARTICIPATION

Attendance in the course is determined by participation in the learning activities of the course. Your participation in the course is important not only for your learning and success but also to create a community of learners. Participation is determined by completion of the following activities:

- Reading/Viewing all course materials to ensure understanding of assignment requirements
- Participating in engaging discussion with your peers on the discussion boards (grading rubric provided in the “grading information” area of each forum)

Because these activities are designed to contribute to your learning each 2 weeks, they cannot be made up after their due date has passed.

Discussion Posts and Checklist:

In order to receive full credit for discussion posts you will need the following NO Exceptions:

1. Minimum 400 words in a response to question you choose. (cite your work)
2. Minimum 400 words in a response to a classmate. (cite your work)
3. Anything less than 400 on either response will result in a zero.
4. Regardless of the work you submitted – even though you may feel it deserves more credit is not up to you to decide. You need to have followed my instructions before arguing for more points.
5. I am requiring that you take these discussions seriously and complete required word count.
6. Discussions shall be well thought, critical, and offer up suggestions. YOU WILL need to conduct outside research REGARDLESS, so please cite your work.
7. No citations, I will assume you plagiarized and will refer you to Student code of conduct.

Quizzes:

You will have **one quiz every 2 weeks** with **exception** for the **exam dates**. The **quizzes** will be **open** from Sunday – Saturday of given “2 weeks”. The quizzes will insure that students are

reading and evaluation the class material in a timely fashion. The quiz will contain a combination of true/false, multiple choice questions covering the concepts discussed in the textbook. You will have 40 minutes to complete. Once you complete you must finish at that

Mini Research Paper:

Select a topic from the book that has been discussed thus far.

Once you have selected your topic use current events and or documentaries, films, i.e, to further understand your topic.

Explain your position on the topic using current events and or documentaries, films, i.e as it relates to the textbook.

Provide me with a logical reasoning behind your position. You are at complete liberty to conduct further research to help you formulate response.

You want to be sure to support your view with evidence (real world facts, examples, case studies)

Cite any work that is not your own **APA writing style format is required for this paper. NO OTHER FORMAT WILL BE ACCEPTED** Also, include why the opposing side is wrong and you can do so by showing biases, in correct statements)

You will not need to submit an abstract just a title and reference page. You will have a total of 5 pages (3 of actual research). Use topics pertaining to chapter and use quotes and paraphrasing appropriately, back up your views and opinions with research that supports claims.

**** an example of this would be how some states are legalizing marijuana but not all states are, so your position on this could be that all states need to legalize marijuana and states can profit from this....***

Your paper should feature: (1) a clear thesis statement (i.e. "In this paper I will argue..."); (2) key ideas of relevant articles/books/ sources that you find; (3) a clear, well -reasoned argument; (4) conclusion that recaps the main points of your argument.

**First person is not allowed in formal writing

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Grading Rubric- Reaction Paper

The paper contains a clear, understandable, thesis statement (0-5points)

The author has consulted the articles/books that are most relevant to the question at hand, and also explained the central arguments therein with care and precision (0-20points)

The paper contains a clear, well-reasoned, careful argument (0-5points)

The paper contains adequate referencing using APA format –in text citations and is free of egregious spelling/grammatical errors (0-20points)

Exams: There will be 2 exams. *Exam 1* is on week 7&8 *Final* is on week 15&16

Exams will contain a combination of true/false, multiple choice, fill-in the blank, short answer, and essay questions at a rather high degree of difficulty, and reflects your understanding rather than ability to memorize and/or look up information. **The instructor reserves the right to override any disagreement over right answers.** Exams are open book, and open note. Exams will be based both on discussions, quizzes and assigned reading materials.

Exam 1 will cover chapters 1-4 and you will have 100 minutes to complete.

Final is comprehensive and you will have 100 minutes to complete

EXCUSED ABSENCES AND/OR COURSE DROP POLICY

I will not drop you from the course. However, if you feel that you are unable to complete the course successfully, please let me know and then contact the [Registrar's Office](#) to initiate the drop process. If you do not, you are at risk of receiving an "F" for the course.

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DEADLINES, LATE WORK, AND ABSENCE POLICY

Major Writing Assignments Major writing assignments will be due on Saturdays at (11:00 p.m).

No late work will be accepted if the reason is not considered excusable.

Quiz and Blog/Discussion Assignments

- All quiz, discussion board assignments will be due on Saturdays at (11:00 p.m) No late work will be accepted if the reason is not considered excusable.

MAKE-UP WORK

Make-up work will be given *only* 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 considered 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 has been established for make-up work, no further extensions or exceptions will be granted.

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.

INCOMPLETE GRADE POLICY

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

ACCOMMODATIONS POLICY

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](#).

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. Students who become pregnant or have parenting responsibilities may also request reasonable accommodations. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. The UTEP Center for Accommodations and Support Services (CASS) will process requests for accommodations based on a disability, pregnancy, or parenting. Contact the Center for Accommodations and Support Services at 915-747-5148, email them at cass@utep.edu, or apply for accommodations online via the CASS portal.

SCHOLASTIC INTEGRITY

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. 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.

COPYRIGHT STATEMENT FOR COURSE MATERIALS

All materials used in this course are protected by copyright law. 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.

COVID-19 PRECAUTIONS

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

Course Resources: Where you can go for assistance

UTEP provides a variety of student services and support:

Technology Resources

- [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.