

Details of Course Requirements

I. WEEKLY DISCUSSION BOARD- See pp. 7-9 for due dates DUE EVERY THURSDAY by 11:30 pm--

There are a total of 14 sets of discussion questions—one per chapter. Each discussion question set is composed of 2 posts and each set of DQ's (A and B together) are worth 10 points:

A) One Original 300-word minimum post in response to the instructor's initial question(s)- 8 points

Your own post must answer the instructor's question(s) posted on the Blackboard Discussion Board page with a 300-word minimum response (no maximum), being sure to back up your opinion with something you learned from the textbook. **You must cite a page number from the textbook at least once per original response, either by stating a fact found in the textbook or a viewpoint in the book that is similar to or different from your own opinion. Use APA format to cite the textbook: (Alarid & Reichel, 2018, p. 23)-- (Author's last names, year, and page number)..** More information on APA format can be found online by visiting: <https://owl.english.purdue.edu/owl/resource/560/08/>

You will be able to view other student's posts once you first complete your own original post.

B) One Reaction post to another student's post- 2 points

The reaction post must be a minimum of 100 words, but has no maximum word count. Explain why you may agree or disagree with another person's ideas/response—no points will be given for pasting the same words from your original response. Citations are not required for reaction posts, unless you are making a factual point that differs or is in opposition to the other student's original post.

Standards for all Discussion Posts (Original and Reaction):

1. Respect your fellow students even if your views differ from theirs
2. Stick to the idea and do not verbally attack the individual. Disrespectful and/or inappropriate responses will receive no points.
3. I encourage students to post earlier than the deadline.
4. You are free to respond to more than one post if you'd like, but additional points will not be given for extra posts.
5. Discussion Posts made after the deadline will earn -0- points.

Discussion Question posts will be graded based on response quality, and that an in-text citation is provided for each original response. Please use complete sentences in English, and proper spelling and grammar. Avoid text message language and casual speech. All posts (both original and reaction) in the discussion board should contribute in at least one of the following ways:

- Integrate various main ideas from the book
- Synthesize ideas from multiple posts
- Agree and Elaborate in more detail on a viewpoint
- Disagree, and create a new perspective or ask a new question
- Evaluate/Analyze the reasonableness or quality of ideas
- Identify hidden assumptions, fallacies, or things taken for granted
- Apply the principles or concepts from the book to your own or someone's else's life

II. SIX TIMED ONLINE EXAMS

- There are six timed exams, worth 50 points each (**See p. 7-9 for exam dates and times**)
- There is a 4-day window to take each exam once it is posted. **Exams will automatically post at the dates/time listed on p. 7-9 of this syllabus.** Students should make note of exam windows on their own calendar, phone or planner, as exam dates will not change.
- **Students are required to use a computer with “Respondus Lockdown Browser” already installed to take exams.** Exams cannot be taken on a cell phone or I-pad due to compatibility problems.
- Exams have 50 multiple choice questions. Once started, the exam must be completed in one sitting 65 minutes from the time the exam is first started.
- Log in using your UTEP name and password and never as a “guest” (“guest” sessions end automatically after 15-20 minutes, and you can’t go back in and finish).
- Every exam must be taken alone. Students should never collaborate with any person (fellow student or other person) when taking the test. Test collaboration is considered a form of academic dishonesty/cheating.

Figuring Your Grade at the Semester’s End:

The letter grade for the class is determined by the number of points accumulated all semester, so every point counts. Your points will be recorded in the “My grades” section of Blackboard. Every assignment **will be recorded by point values**—not percentages. If you want to know what the point value means on an individual assignment, divide your score into the total number possible for that assignment. So, for example, if you score a “36” on Test 1, $36 \div 50 = 72\%$ “C”. **All points for all exams and DQ’s will be added together at the very end.**

	<u>My Points</u>	<u>Points Possible</u>
Exam #1	_____	50 Points
Exam #2	_____	50 Points
Exam #3	_____	50 Points
Exam #4	_____	50 Points
Exam #5	_____	50 Points
Exam #6	_____	50 Points
Syllabi Quiz and Introduce Yourself	_____	10 Points
14 Discussion Question Sets	_____	140 Points
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MY TOTAL:	_____	450 points total

GRADING SCALE: 450 points possible Grades are assigned according to the total points earned. A horizontal dashed line “—” in the Blackboard gradebook is the same as a “0”. There is no rounding or curving or moving a person to the next letter grade, even if they are 1 point away.

<u>Grade</u>	<u>Total Point Range</u>
A	405-450
B	360-404
C	315-359
D	270-314
F	0 – 269

Technology Policies

TECHNOLOGICAL PROBLEMS/QUESTIONS

For all technological, hardware, software problems, lost files, and/or problems with Blackboard, as well as difficulties you are having during an exam, contact **Technology Support Help Desk 24 hours a day, 7 days a week**. **Include the course name and CRN #**. Your Professor is not technical support staff, but you may copy her in your email to a tech support staff.

Phone: 915.747.4357 or toll free: 1-877-382-0491

E-mail: helpdesk@utep.edu (you may copy Dr. Alarid on your email to the Helpdesk)

In Person: UTEP Library, Room 300

Technological Requirements for this Course

1. Computer with a reliable internet connection and with “Respondus Lockdown Browser” installed to take exams. Cell phones and I-pads are *not* acceptable ways to take exams. To install Respondus Lockdown Browser on your computer, <https://download.respondus.com/lockdown/download.php?id=586140509> **Respondus Lockdown Browser may not work with all International Wi-fi (e.g., areas of Juarez have experienced problems). Eexams are recommended to be taken inside the U.S. Please plan ahead if you plan to be in Juarez over the weekend.** If you are permanently stationed/located outside the US, or will be out of the country during an entire 4-day exam window, please notify Dr. Alarid immediately.

2. Blackboard (BB) Learning Management System

The entire course is run through UTEP’s BB system, so students must activate and use their BB accounts regularly. Always log in using your UTEP name and password, and never as a “guest” (the guest option will kick you out after 15-20 minutes, which is problematic when taking a test because you will not be able to finish your test).

BB can also be accessed from the web at: <https://blackboardlearn.utep.edu/> and scroll down past the username and password to: “*Sign in with Third party account*” (UTEP CAM SSO) in order to properly sign in.

3. Browser Information

Firefox and **Google Chrome** are the most compatible Browsers (Other browsers will cause compatibility problems)

Be sure to “Allow pop-ups” for Blackboard

Clear your browser cache

4. Verify that you have the most updated version of “Java” <http://java.com>

5. Additional Software you may be Using

Adobe Reader, Windows Media Player

All word documents should be saved with a “docx” extension identifying it as a Microsoft Word file or compatible with MS Word

Other Course-Related Policies

Late Policies

No late Discussion Question responses will be accepted, even for partial credit. If you are having submission difficulties on BB or are unsure that your assignment was submitted, you may email Dr. Alarid a copy of your response before the deadline just in case.

I will allow a make-up exam if you have a medical issue that is substantiated by a written doctor's note, or you can provide written proof that you were unable to take the test at all during the 4-day window for another reason. **In all cases, you must provide written verification via photo, screenshot, etc., via email. If you need more time to get verification, you still must email or call and leave a message within 48 hours after the Exam due date has passed to be eligible to make-up the exam.** No make-up exam will be allowed if you get called in to work, electricity goes out, technological difficulties, or a family member gets sick. You must still find 1 hour to take the exam sometime during that 4-day window. My advice is **not to wait until the last evening, so that if something unexpected does happen, you still have extra time.**

If you know in advance that you will be unavailable during a 4-day exam window period, email Dr. Alarid in advance to request to take the exam EARLIER before you leave. Requesting to take an exam early will not require written verification (requesting to take an exam late, however, does require written verification per my late policy above).

Academic Dishonesty:

Academic dishonesty includes cheating on an exam/not taking the test yourself, turning in someone else's assignment from a previous class, and/or plagiarism. Plagiarism includes: paraphrase or direct quotation of the published or unpublished work of another person without fully and properly crediting the author with citations or reference; unacknowledged use of work/materials prepared by another person. For students who are found to have allegedly engaged in any form of academic dishonesty, the case will be referred to the Office of Student Conduct and Conflict Resolution (OSCCR). While the case is being investigated by OSCCR, an "I" (Incomplete) will be assigned. If the student is found by OSCCR to have engaged in misconduct, sanctions may include a failing grade on the assignment/exam in question, a failing grade in the course, suspension, or dismissal from the University (sanctions depend on violation severity).

Center for Accommodations and Support Services (CASS)

The University is committed to providing reasonable accommodations to students 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.

UTEP students in need of a learning accommodation due to learning disability, pregnancy, or parenting responsibilities must request through the UTEP Center for Accommodations and Support Services (CASS) online via the CASS portal called "Accessible Information Management" system by logging into: cassportal.utep.edu using their UTEP credentials. CASS staff will develop a plan to determine which accommodations will help each individual to be successful at UTEP. Call 915-747-5148 or email cass@utep.edu

FAQ's

I do not have my textbook yet for the class. What do I do?

All students are required to use the course textbook to complete assignments. One paper copy of the textbook is available for student check-out for 3 hours at a time at the UTEP Library for the entire semester. Checking out the book must be done in person by coming to campus.

“Exams and DQ's close/disappear by 11:30 pm. Is that 11:30 and 00 seconds or 11:30 and 59 seconds? You MUST press the submit button prior to 11:30 and 00 seconds Blackboard time, or you will receive an error message. My advice here is don't wait until the last minute—literally. If you get an error message, this is because you waited until it was too late to submit.

“I didn't complete a DQ. Can I go back and finish it later?”

No, if you accidentally miss completing something within a module, you will not be able to go back and finish later/make up the discussion questions or go back to the module content. DQ's depend on student interactions and once the module disappears, it cannot be reenacted later.

“My internet does not work or went out unexpectedly.” What do I do?”

If your internet is disrupted unexpectedly, **find the nearest public library** to your house. All public libraries in the U.S. offer free internet and some even have a free computer lab to take tests or submit assignments if need be. If not a public library, go to a coffeeshop that offers free Wi-fi. **Do anything you can to take the test and submit on time.** Do not just sit at home when you have an assignment due and your internet service goes out.

“What do I need to do to pass this class?”

While passing a class requires a “C” or above in some of our required CJ courses, a “D” grade in this class is still considered “passing” without having to retake it. This requires a student to earn at least 270 points by the semester's end. I hope that your goal is set for a grade much higher than this, but a “D” is the minimum accepted for this particular class.

“Why Can't You Just Change My Grade “I am one point from the next grade up”

Point values are reconsidered only if they are unfair or inconsistent with how they were graded compared to others in the class. The burden is on the student to show that your grade was unfair or inconsistent compared to the effort with others in the class who showed similar effort. Points or grades will not be changed because you happen to be one point away—the line between grades has to be drawn somewhere.

UTEP Course Drop Policy

If a course drop is necessary, students are responsible for initiating the drop with the Records office and determining how dropping courses may affect financial aid. Students are limited to dropping no more than 6 courses their entire time as a student at any public college or University in Texas (state rule).

- a) Students who drop a course ***before the “official census date”*** of **Jan 31** the course will not appear on the transcript, and doesn't count toward the 6-course drop limit.
- b) Dropping a course ***after the official census date, but before the “course drop date”*** of **March 28** will generate a “W” in the course—although the drop shows on your transcript, a “W” does not lower your GPA. However, a “W” counts against your 6-drop limit.

- c) If the course is dropped *after the “course drop date”* or if the student just stops participating, taking tests, etc., UTEP requires the instructor to issue an “F” in the course that permanently remains on the transcript.
- d) UTEP also allows instructors to administratively drop any student because of failure to submit discussion questions/exams, or because of disciplinary reasons. In this case, the student will be notified of the course drop through their UTEP student email account. A “W” or an “F” will be issued. A “W” for these reasons counts against the 6-drop limit.

UTEP COVID-19 Policy

Given that this is an online course, most of you will not need to come to campus. I will *not* be holding F2F office hours, but will be available to talk to you via Zoom/MS Teams by appointment. However, I do want you to be aware of UTEP’s campus-wide policy just in case a need arises for you to come to campus for some reason. You must stay at home and report if you (a) have been diagnosed with COVID-19, (b) are experiencing COVID-19 symptoms, or (c) have had recent contact with a person who has received a positive coronavirus test.

CRIJ 2313: Schedule of Assignments and Deadlines Within Each Module

INTRODUCTORY MODULE

Writing Assignment

Syllabus Quiz Due FRI JAN 19 by 11:30 pm

Introductory DQ to class Due FRI JAN 19 by 11:30 pm

MODULE 1

Topic Coverage

Corrections as it fits within CJ
Why do we Punish?

Reading/Writing Assignment

Read Ch. 1
Read Ch. 2

**DQ #1 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#1 Due THURS JAN 25 by 11:30 pm**

**DQ #2 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ2-- Due THURS FEB 1 by 11:30 pm**

MODULE 2

Topic Coverage

History of Men's & Women's Penitentiaries
Big Houses, Correctional Institutions
Sentencing Structures and Practices

Reading/Writing Assignment

Read Ch. 3
Read Ch. 3
Read Ch. 4

**DQ #3 (your response to instructor's posted questions) + 1 Reaction Post to Another
Person's DQ#3-- Due THURS FEB 8 by 11:30 pm**

Exam #1 Chapters 1-3 Available between FRI FEB 9 to MON FEB 12 at 11:30 pm
Once the test is started, you have 65 minutes to complete. After 65 minutes or by Monday at 11:30 pm,
whichever comes first, the test closes whether or not you are finished.

**DQ #4 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#4-- Due THURS FEB 15 by 11:30 pm**

MODULE 3

Topic Coverage

Community Supervision: Probation and Reparative
Jails, Classification, Supermax

Reading/Writing Assignment

Read Ch 5
Read Ch. 6

**DQ #5 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#5- Due THURS FEB 22 by 11:30 pm**

Exam #2 Chapters 4-5 Available FRI FEB 23 at 12:30 am to MON FEB 26 at 11:30 pm
Once the test is started, you have 65 minutes to complete. After 65 minutes or by Monday at 11:30 pm,
whichever comes first, the test closes whether or not you are finished.

**DQ #6 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#6-- Due THURS FEB 29 by 11:30 pm**

MODULE 4**Topic Coverage**

Prison Staff & Privatization
Prison life, Gangs/Violence

Reading/Writing Assignment

Read Ch. 7
Read Ch. 8

DQ #7 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#7- **Due THURS MARCH 7 by 11:30 pm**

Exam #3 Chapter 6-7 Avail. FRI MARCH 8 at 12:30 am to MON MARCH 11 at 11:30 pm

Once the test is started, you have 65 minutes to complete. After 65 minutes or by Monday at 11:30 pm, whichever comes first, the test closes whether or not you are finished.

Spring Break March 11-March 15: No DQ Assignment due this week. If you plan on taking the week off, be sure to take Exam 3 EARLY when it opens March 8

DQ #8 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#8-- **Due THURS MARCH 21 by 11:30 pm**

MODULE 5**Topic Coverage**

Special Needs offenders
Community Reentry/Parole

Reading/Writing Assignment

Read Ch. 9
Read Ch. 10

DQ #9 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#9- **Due THURS MARCH 28 by 11:30 pm**

Exam #4 Chapters 8-9 Avail. FRI MARCH 29 at 12:30 am to MON APRIL 1 at 11:30 pm

Once the test is started, you have 65 minutes to complete. After 65 minutes or by Monday at 11:30 pm, whichever comes first, the test gets submitted whether or not you are finished.

DQ #10 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#10-- **Due THURS APRIL 4 by 11:30 pm**

MODULE 6**Topic Coverage**

Legal Issues: Prisoner Right
Capital Punishment

Reading/Writing Assignment

Read Ch. 11
Read Ch. 12

DQ #11 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#11- **Due THURS APRIL 11 by 11:30 pm**

Exam #5 Chapters 10-11 Avail FRI APRIL 12 at 12:30 am to MON APRIL 15 at 11:30 pm

Once the test is started, you have 65 minutes to complete. After 65 minutes or by Monday at 11:30 pm, whichever comes first, the test gets submitted whether or not you are finished.

DQ #12 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#12-- **Due THURS APRIL 18 by 11:30 pm**

MODULE 7

Topic Coverage

Reading/Writing Assignment

Juvenile Corrections
Revisiting Evidence-Based Practices

Read Ch. 13
Read Ch. 14

DQ #13 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#13- **Due THURS APRIL 25 by 11:30 pm**

DQ #14 (your response to instructor's posted questions) +
1 Reaction Post to Another Person's DQ#14-- **Due THURS MAY 2 by 11:30 pm**

Exam #6 Chapters 12-14 Available FRI, MAY 3 at 12:30 am to MON MAY 6 at 11:30 pm

Once the test is started, you have 65 minutes to complete—this test is not comprehensive, and is only over Chapters 12, 13, and 14.
