

CJ 498 – Senior Seminar – Fall 2017
Grant

CONTACT INFORMATION

Class Location: Online

Email: erin.grant@tamuct.edu

- Please direct all email communication through this email
- When emailing, always identify yourself and what course you are in. In general, when communicating electronically you should use complete sentences and be very clear about what you are asking or saying to avoid miscommunication.

MODE OF INSTRUCTION AND COURSE ACCESS

This course uses the TAMUCT Canvas system. To be able to successfully complete this course, the student must be able to access Canvas. In terms of student success, I would suggest logging in online at least three times and to be able to devote nine hours per week to this course.

Technology issues are not an excuse for missing a course requirement. Make sure your computer is configured correctly and address issues well in advance of deadlines. If you have problems with your personal computer and/or Internet, you have access to the computer lab in Warrior Hall (room 104). Operating times and days can be found on the TAMUCT website.

STUDENT-INSTRUCTOR INTERACTION

Most communication between the instructor and students will be via discussion board posts, emails, and phone or video chat (as chosen by the student).

Students should expect a response within 24 hours, not including weekends, which start Friday at 5pm and end Monday at 8am. Deviations from this will be announced on Blackboard.

There will be a discussion board available for students to post general questions that will be checked and responded to on a regular basis – students should expect a response within 48 hours. This is highly recommended for general questions, so that all students in the class may benefit from the answers.

COURSE INFORMATION

I. Catalog Description: This is a capstone course that will assist the student in completing their knowledge of the criminal justice system through a study of current practices related to operations, recruitment, testing, training, law, and other issues to prepare the student for entry into a criminal justice profession. **Prerequisites:** Course is restricted to Senior Criminal Justice Majors.

II. Expanded Course Description: This course is intended for senior-level students. CRIJ 4395 is a study of emerging issues in law, justice policy, operational techniques, human resources flow, and the application of social and demographic trends to criminal justice operations. Students will be required to demonstrate verbal competencies appropriate to senior level standing.

III. Course Objectives:

1. Students will demonstrate writing skills appropriate to the discipline of Criminal Justice.
2. Students will demonstrate proficiency in use of technology appropriate to the discipline of Criminal Justice.
3. Students will demonstrate an understanding of the value of ethics in Criminal Justice.
4. Students will demonstrate multi-cultural awareness and respect for cultural diversity.
5. Students will demonstrate understanding of basic theoretical perspectives of Criminal justice.
6. Students will apply theoretical perspectives in Criminal Justice to create operational strategies and formulate justice policy.

IV. Required Textbooks:

There is no required textbook for this class. All course materials will be in the form of articles/websites provided by the instructor via Blackboard. Additional readings may be required for assignments involving research.

V. Supplementary Materials:

Students will receive additional reading and viewing materials throughout the semester to enhance, expand on, and aid in discussions.

VI. Academic Dishonesty

Academic dishonesty will not be tolerated. To insure you comply with the standards of academic integrity set forth by TAMUCT, please read the following information, and follow the links. By now you should all understand what plagiarism is and is not. If you are unsure, please follow the link I've provided and read all material on the subject. **Any student caught plagiarizing will receive a 0 (zero) for that assignment and may be referred to the university for further discipline.**

Regarding

integrity <http://www.tamuct.edu/departments/studentconduct/facultyresources.php>

Regarding plagiarism

<https://owl.english.purdue.edu/owl/resource/589/02/>

VII. Conduct:

Mastery of course content is greatly enhanced through professional conduct in the classroom. Although this is an online class, professional conduct must still be observed

in your written communication. You will be expected to conduct yourself in a professional manner at all times in this class. As in many criminal justice and social science courses, the issues of racial and ethnic diversity must be considered part of the course content. In addition, topics may come up in class that not everyone will be comfortable with or agree upon. Civility and courtesy to everyone in the class, including the instructor, is expected. All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions, and chats. Incivility or discourtesy to anyone in the class will not be tolerated and may result in your expulsion from the course.

REQUIRED COURSE WORK

I. Class discussions:

Eight discussion board assignments will be posted throughout the semester. In order to properly answer the discussion questions/prompts, you will be required to read or view additional material. These additional materials will be posted with the discussion question/prompt. You will earn points for your submission if you answer discussion questions/prompts on time, adequately, and completely. Students are required to post their initial response (typically about one-half page, single-space type) to the issue by Friday at 10 pm.

Students are also required to comment on a minimum of two other student responses. Students may respond to more than two student responses, but are required to respond to a minimum of two. The responses to other student posts are usually only a few sentences. Some students provide thoughtful responses to other student answers. However, many students provide only follow-up with "I agree...." or "I disagree...." responses to other student answers. This is not acceptable. The two comment responses that you are required to make do not have to be lengthy, but more substantive than 5-6 words of "I agree with you on that." Students should provide support for their opinions, pro or con, with appropriate reference citations tied to the respective course materials, websites, etc. You will be required to post these comments by Wednesday of the next week, no later than midnight.

Proofreading your discussion board postings will also increase readability for others; you should also be checking for grammar, spelling, and content to make sure others would understand your point. In addition, please make discussion postings relevant to the topic under discussion. These discussions are worth 25 points each for a total of 200 possible points. I will post details on grading in a separate file.

II. Annotated bibliographies

Three (3) annotated bibliographies are required for this course. These are each worth 100 points, for a total of 300 points possible. The student shall locate and read 10 peer-reviewed journal articles from the online library databases, related to three general topics: courts, corrections, and law enforcement. These are very broad topics – the student should identify a more specific area within each general topic and make that the focus for the annotated bibliography. If you are unsure of a focus area, email me and we can brainstorm.

Once you have read the articles, summarize them, succinctly, in one page each. Half to one full page of summary is sufficient. There are deductions for summaries that exceed one page for each article. Thus, the annotated bibliography should not exceed 10 pages. The student will not receive credit for articles that are not peer-reviewed. These are to be summaries, not critiques of the articles. The order in which the annotated bibliographies are turned in does not matter.

At the top of each page, type the bibliographic information for the article, in accordance with the APA Manual. Then type a succinct summary of the main points of the article.

The order of annotations shall follow an alphabetical order, as is found in reference lists. *Under no circumstances shall the student quote any portion of a text from a source.* Instead, the student shall use his own words in conveying the meaning of source material. There are point deductions for quotes. The student shall use grammar that conforms to standard and acceptable prose-writing style that is found in journal articles, scholarly books, and guides. The student should write in the third person and should avoid the use of "etc." A rubric for grading will be provided on Canvas the first week of classes.

Annotated bibliographies must meet the following criteria:

- Double-spaced, 12-point Arial font
- Must be produced in Microsoft Word, If the document is not a Microsoft Word document, then the student will receive a zero (0) score for the paper.
- Must be submitted on Blackboard via the assignment link
- Name and topic focus listed at the top of the page in a header
- Cite sources according to APA standards.
- Proofread carefully: grammar, spelling, mechanics, and citations, will be part of your grade.

III. Research Paper

Each student will prepare a research paper on a program or policy of his or her interest within the field of criminal justice (e.g. reentry efforts for prisoners, specialized courts, and mandatory arrest laws). This paper is worth 200 points and will have a more detailed outline and rubric provided on Blackboard the first week of classes.

You must include in your paper:

- A description of the program or policy
- A history of the program or policy
- The purpose of the program or policy
- Elements of the program or policy
- At least seven empirical studies that have evaluated the chosen program or policy

Research papers must meet the following criteria:

- 8 - 10 pages in length, not including references or the cover page
- Double-spaced; 12-pt Arial font
- Grammatically correct and free from proofreading errors
- Paragraph, narrative format – no lists or bullets
- Cite sources according to APA standards. In-text citations and reference page are required for all submissions
- Minimal quotes – you may use one short quote per page OR one block quote for the entire paper

IV: Area Content Achieve Test (ACAT)

Students will complete the ACAT in Criminal Justice. The ACAT is a testing program intended to evaluate criminal justice seniors nationwide. Students will not be graded on how well they do on the ACAT. If you take the ACAT, you will receive 25 points towards the final course grade. More information on this will be provided in Blackboard later in the semester.

There are no optional assignments for extra credit and late discussion posts are not accepted. Other assignments will be accepted late with a ten percent penalty per day, including weekends and holidays. Assignments will not be accepted by email – only through Canvas.

Grading Criteria Rubric and Conversion:

Final course grades will be assessed on the following scale:

Assignment	Points	My Grade
Discussions (x8)	200 (8x25)	
Annotated bibliographies	300 (3x100)	
Research Paper	200	
ACAT	25	
Total	725	

POINT SCALE	LETTER GRADE
652-725	A
580-651	B
506-650	C
435-505	D
0-434	F

Course Calendar: Subject to revision, if necessary, during the semester. All assignments must be completed/submitted in Canvas.

Due Dates	Assignment(s) Due
September 6, 11:59pm	Discussion 1
September 13, 11:59pm	Discussion 2
September 20, 11:59pm	Annotated Bibliography 1
September 27, 11:59pm	Discussion 3
October 4, 11:59pm	Discussion 4
October 11, 11:59pm	Annotated Bibliography 2
October 18, 11:59pm	Discussion 5
October 25, 11:59pm	Research Paper Rough Draft
November 1, 11:59pm	Discussion 6
November 8, 11:59pm	Discussion 7
November 22, 11:59pm	Annotated Bibliography 3
November 29, 11:59pm	Discussion 8
December 6, 11:59pm	ACAT
December 13, 11:59pm	Research Paper

Please review and become familiar with our TAMUCT policies. In addition to TAMUCT policies, I included sections on *Academic Integrity* and *Plagiarism*. Please review both of those sections and visit the links provided. *Any student caught plagiarizing receives a zero for that particular assignment and may receive a zero for the course.*

COURSE AND UNIVERSITY PROCEDURES AND POLICIES

UNILERT Emergency Warning System for Texas A&M University – Central Texas
 UNILERT is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in UNILERT through their myCT email account. Connect at www.TAMUCT.edu/UNILERT to change where you receive your alerts or to opt out. By staying enrolled in UNILERT, university officials can quickly pass on safety-related information, regardless of your location.

Disability Support Services If you have or believe you have a disability and wish to self-identify, you can do so by providing documentation to the Disability Support Coordinator. Students are encouraged to seek information about accommodations to help assure success in their courses. Please contact Vanessa Snyder at (254)

501-5836 or visit Founder's Hall 114. Additional information can be found at <http://www.tamuct.edu/departments/disabilitysupport/index.php>.

Tutoring Tutoring is available to all TAMUCT students, both on-campus and online. Subjects tutored include Accounting, Finance, Statistics, Mathematics, and Writing (APA). Tutors are available at the Tutoring Center in Founder's Hall, Room 204, and also in the Library in the North Building. Visit www.tamuct.edu/AcademicSupport and click "Tutoring Support" for tutor schedules and contact info. If you have questions, need to schedule a tutoring session, or if you're interested in becoming a tutor, contact Academic Support Programs at 254-501-5830 or by emailing cecilia.morales@tamuct.edu. Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables TAMU-CT students to login and receive FREE online tutoring and writing support. This tool provides tutoring in Mathematics, Writing, Career Writing, Chemistry, Physics, Biology, Spanish, Calculus, and Statistics. To access Tutor.com, click on www.tutor.com/tamuct.

Library Services Information Literacy focuses on research skills that prepare individuals to live and work in an information-centered society. Librarians will work with students in the development of critical reasoning, ethical use of information, and the appropriate use of secondary research techniques. Help may include, yet is not limited to: exploration of information resources such as library collections and services, identification of subject databases and scholarly journals, and execution of effective search strategies. Library resources are outlined and accessed at <http://www.tamuct.edu/departments/library/index.php>.

Drop Policy If you discover that you need to drop this class, you must go to the Records Office and ask for the necessary paperwork. Professors cannot drop students; this is always the responsibility of the student. The record's office will give a deadline for which the form must be returned, completed, and signed. Once you return the signed form to the records office and wait 24 hours, you must go into DuckTrax and confirm that you are no longer enrolled. If you are still enrolled, you must FOLLOW-UP with the records office immediately. Should you miss the deadline or fail to follow the procedure, you will receive an F in the course.
