

What:

- CRIJ 4395 – *Senior Seminar*, Spring 2020

Who:

- Instructor: Lynn M. Greenwood, PhD

When:

- January 13-May 8, 2020

Where:

- Online – CANVAS

Why:

- This is a required course for all seniors graduating with a criminal justice bachelor's degree.



How do I get in touch with you, Dr. Greenwood?

- Office location: 204D Heritage Hall
- Phone number: 512-525-9173*
- Email: lgreenwood@tamuct.edu **
 - Canvas email also okay
- Office hours: available by appointment – email for appointments



*Please, please, if you call me, recognize that this is my personal phone number and act accordingly. If you leave a message, identify yourself, or I probably won't return your call. *Text messages are preferred to phone calls.*

**Please, please, please, if you email me, identify yourself and the class you are emailing me about! If you don't, I probably won't respond.

So, what's this course all about?

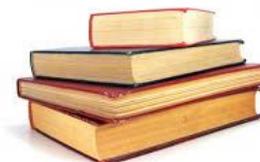
This is a capstone course that will assist the student in completing their knowledge of the criminal justice system through a study of current practices related to operations, recruitment, testing, training, law, and other issues to prepare the student for entry into a criminal justice profession.

- This course is restricted to Senior criminal justice majors. Students should take this course in their last long semester (fall or spring) at the university.

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 written competencies appropriate to senior level standing.

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.



What books do I need for the class?

There are no required textbooks for this class. All course materials will be in the form of articles/websites provided by the instructor on Canvas. Additional readings may be required for assignments involving research.

Supplementary Materials:

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

This is an online course, right?

Yes. This course uses the TAMUCT CANVAS system. To be able to successfully complete this course, you must have reliable and frequent access to a computer and to the Internet. In addition, you must be able to access Canvas. If you are unfamiliar with Canvas, there is a Canvas Student Quick Start Guide found in the Orientation Module in Canvas. Do not contact your instructor with non-course-related issues regarding Canvas; contact the help desk for Canvas-related issues.



What else do I need to know about an online course?

- This course will use the A&M-Central Texas Instructure Canvas learning management system.

- **Accessing Canvas:** In your web browser go to <https://tamuct.instructure.com>. Log in using your myCT username and password.
- Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com/>] or access Canvas through the TAMUCT Online link in myCT [<https://tamuct.onecampus.com/>]. You will log in through our Microsoft portal.
- Username: Your MyCT email address. Password: Your MyCT password
- **Canvas notifications:** You should opt in to Canvas notifications. To opt in to notifications (and other items), log in to Canvas, click on your account, click on notifications, and opt in to the items you wish to receive notifications about. At a minimum, you should select announcements, grading, and conversations (this is the Canvas name for mail).
- **University email:** You should claim and use your university email account. All university-level announcements are delivered to your university email. You may miss out on vital announcements and information if you do not check your university email regularly. In addition, you should communicate with professors using your university email.
- **Canvas Support**
 - Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953.
- For issues related to course content and requirements, contact your instructor.
- **Other Technology Support**
 - For log-in problems, students should contact Help Desk Central
 - 24 hours a day, 7 days a week
 - Email: helpdesk@tamu.edu
 - Phone: (254) 519-5466
 - **Web Chat:** [<http://hdc.tamu.edu>]
 - *Please let the support technician know you are an A&M-Central Texas student.*
- For issues related to course content and requirements, contact your instructor.

What should I expect from the instructor?

- This is an online course, so most communication between the instructor and students will be online, though all students are welcome and encouraged to make an appointment for an office visit.
- I will be checking and replying to student emails daily - students should expect a response within 24 hours. Emails sent on a weekend will be responded to the

following Monday, unless it is a holiday. Any deviations from this will be announced in Canvas. During office hours, emails will be responded to more quickly, and other methods of communication can also be utilized if pre-arranged (e.g., Facetime, Skype, Canvas Chat (preferred)).

- 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 (for example, what chapters will be covered on an exam), so that all students in the class may benefit from the answers.
- Most assignments will be graded within one week of submission. Depending on length, writing assignments will be graded within two weeks of submission. Deviations from this will be announced in Canvas. All grades will be posted in Canvas. Feedback on writing assignments will be provided in Canvas, either within the Canvas grading system or as an attached Microsoft Word document*. Students are encouraged to track their progress in the course through the Canvas gradebook.
 - *You cannot see feedback on the Canvas mobile app; you must use a computer to be able to see feedback on written assignments.
- *Grading of written assignments: I will provide detailed feedback on the first few paragraphs/first page of any written assignment; I will not mark all writing issues.*

What do I have to do to pass this course?

Read, read, read!

- Reading assignments are to be completed prior to completing course assignments. You are expected to be familiar enough with the readings to apply the material to journal entries and other assignments.

Journal Entries (0-10 points each; 100 points total)

- The student will be responsible for completing ten journal entries. These journal entries are a modification of a discussion question. Each student will respond to the prompt provided by the instructor.
- Please read the directions for each entry carefully before responding. Some may require you to watch videos or read articles, while some may require you to find things on your own.
- Your response will be posted to where the entire class can view the response. HOWEVER, you cannot view ANY responses until you post. This avoids getting answers from another student's post.
- I want all students to benefit from the entries of their classmates. You will be able to respond to each other's entries. You will not directly be graded on the responses. However, you should note that if your response is not adequate, any additional

information you give responding to other entries and questions posted to your response can add points to your grade.

- No posts after the due date will be considered for grading purposes.
- Journal responses should be a minimum of 250 words (1/2 page) to be considered for full credit. These can be written in first person (I, me, my).
- Journal responses are not opinion pieces – your responses should reflect your knowledge and/or research about the topic and what is known in the field of criminal justice.
- See calendar for due dates.

Annotated Bibliographies (0-100 points; 300 points total)

- Three (3) annotated bibliographies are required for this course. The student shall locate and read five (5) peer-reviewed journal articles from the online library databases, related to three general topics: *courts, corrections, and law enforcement*.
- The topics of courts, corrections, and law enforcement are very broad – *the student should identify a more specific area within each general topic and make that the focus for the annotated bibliography*. I am including some examples below – these are just a few of the many areas the student could focus on. If you are unsure of a focus area, email me or come by my office and we can brainstorm.
 - Law enforcement (e.g., police officers, sheriff deputies, federal agents)
 - Use of force
 - False testimony
 - Job satisfaction
 - Use of technology
 - Corrections (e.g., institutional, community (probation/parole), offenders, facilities)
 - Inappropriate relationships between inmates and COs
 - Probation/parole officer discretion
 - Inmates with mental health
 - Reintegration of offenders
 - Courts (e.g., judges, prosecutors, defense attorneys, juries, sentencing)
 - Judicial decision-making
 - Sentencing disparities
 - Prosecutor discretion
 - Specialized courts
- Once the student has read the articles, he/she will summarize them, succinctly, in one page each (no more than one page, no less than $\frac{3}{4}$ of a page). Thus, each annotated bibliography should not exceed 5 pages. The student will not receive

credit for articles that are not peer-reviewed. These are to be summaries, not critiques of the articles.

- Details about annotated bibliographies will be posted in Canvas.
- See calendar for due dates.

Reaction Essays (0-50 points; 150 points total)

Each student will be required to write three (3) reaction essays. These essays will be written in reaction to the content included in the annotated bibliographies. The reaction essays should reflect a careful consideration about what you think about what you have read and written in the annotated bibliography assignments.

- Details about reaction essays will be posted in Canvas.
- See calendar for due dates.

ETS Assessment (0 or 25 points)

Students will complete the ETS Assessment in Criminal Justice. The ETS is a testing program intended to evaluate criminal justice students nationwide. The criminal justice department at TAMUCT uses the ETS as a program assessment tool, to better understand student learning and develop program improvement plans. Students will not be graded on how well they do on the assessment; however, given the importance of the assessment for the criminal justice program, students are encouraged to do their best work. Upon taking the ETS assessment, you will receive 25 points towards the final course grade.



How do I submit assignments?

- All assignments must be submitted through Canvas. Assignments that are emailed or submitted in person will not be accepted.
- All assignments must be in Microsoft Word format - make sure when you save a final draft of any assignment that it is either a .doc or .docx document. If you do not know how to do this, I suggest visiting the computer lab.
- Discussion/journal responses should be typed in the discussion board text box. Do not attach a document to discussion boards. Best practice would be to write everything in a Word document first, then copy and paste into the discussion box; save this work.

What about extra credit?

There is no extra credit built into the course. Any extra credit opportunities will be posted in Canvas. Generally, these will involve attending a presentation or lecture and writing a brief essay about the topic. *Extra credit opportunities are not guaranteed; do not expect them and do not ask for them.*

Do you accept late assignments?

Late assignments will be accepted up to one week after the due date. For each day the assignment is late, 10% of the total grade will be deducted from the assignment before it is graded. For example, if the assignment is worth 100 points and you turn it in two days late, you will start off with a grade of 80 *before* the assignment is graded.

- Exceptions to the late policy would be any work due the last week of classes. No assignments will be accepted past the last day of classes. Please plan accordingly.
- *Assignments turned in later than a week will not be graded.*

How do I figure out my grade?

Final course grades will be assessed on the following scale:

Assignment	Points	My Grade
ETS Assessment	25	
Reaction Essays	150 (50x3)	
Annotated Bibliographies	300 (100x3)	
Journal Entries	100 (10x10)	
Total	575	

When are readings and assignments due?

Course Calendar

- Subject to revision, if necessary, during the semester.
- **All assignments must be posted in Canvas by 11:59pm on the date indicated in the calendar, unless otherwise specified by the instructor.**
- Assignments the last week of class are due by 11:59pm on Friday, May 8, 2020.

Week of	Reading/Assignments
Jan 13	Journal 1
Jan 20	Journal 2
Jan 27	Journal 3
Feb 3	Annotated Bibliography 1: Law enforcement
Feb 10	Journal 4
Feb 17	Reaction Essay 1: Law enforcement
Feb 24	Journal 5
Mar 2	Annotated Bibliography 2: Corrections

Mar 9	Spring Break - no class
Mar 16	Journal 6
Mar 23	Reaction Essay 2: Corrections
Mar 30	ETS Assessment Journal 7
Apr 6	Annotated Bibliography 3: Courts
Apr 13	Journal 8
Apr 20	Reaction Essay 3: Courts
Apr 27	Journal 9
May 4	Journal 10

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, working with others in an unauthorized manner, cheating on an examination or other academic work, plagiarism and improper citation of

sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be referred to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more [information regarding the Student Conduct process](#),

[<https://www.tamuct.edu/student-affairs/student-conduct.html>].

If you know of potential honor violations by other students, you may [submit a report](#),

[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Academic Accommodations

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](#) Canvas page (log-in required)

[<https://tamuct.instructure.com/courses/717>]

Important information for Pregnant and/or Parenting Students

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit [Student Affairs](#)

[<https://www.tamuct.edu/student-affairs/index.html>]. Students may also contact the

institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines](#) online, please visit the website

[<http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate

Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

Tutoring

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111. Tutor.com tutoring **will not offer writing support** beginning August 1, 2019, but will continue to offer other tutoring support.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic Support Programs at (254) 501-5836, visit the Office of Student Success at 212F Warrior Hall, or by emailing studentsuccess@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

University Writing Center

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours in the University Library Monday thru Thursday from 6:00-9:00 p.m. This semester, the UWC is also offering online only hours from 12:00-3:00 p.m. on Saturdays.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WOnline](https://tamuct.mywconline.com/) [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC and/or need any assistance with scheduling.

University Library

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](http://tamuct.libguides.com/index) [http://tamuct.libguides.com/index].
