

*****SAMPLE SYLLABUS NOT CURRENTLY IN USE*****

Syllabus

I. COURSE INFORMATION

CJI 0520/Social Justice in Criminal Justice:
Credit hours – 3

This is a web-based course & primary means of communication is expected via the course. *Please be sure that you have emailed the professor and/or T.A. via the course email before you attempt to contact either of them via personal email or phone.*

II. COURSE DESCRIPTION

The purpose of this course is to examine current strategies and issues related to social administration in the field criminal justice.

III. COURSE OBJECTIVES

A. Entrance Competencies:

Students are expected to have appropriate undergraduate school preparation and familiarity with basic psychological concepts and major theories via academic experiences, in-service training, or employment. All students entering this course should be computer literate, familiar with Internet browsing techniques, have unrestricted access to a personal computer, and have the ability to effectively communicate in writing. Technology “issues/complications” are not permissible excuses for missed or late assignments. If you are unfamiliar or have problems with any technology features of the course you are expected to use the NSU Help Desk to resolve the issue.

B. Exit Competencies:

The student will be able to:

1. Demonstrate an understanding of the organizational structure of our current social justice system including law enforcement, corrections, courts, probation, and social service agencies.
2. Understand the major etiological and maintaining mental health and sociological variables that undermine the efficacy of the social justice system (e.g., drug trafficking, violence, corruption, and legislature).
3. Articulate the collaborative and overlapping responsibilities and roles of the various agencies that comprise the social justice system.
4. Demonstrate knowledge of how to initiate and maintain programs designed to ease the communication, work distribution, and cooperative output for any of the agencies that comprise the social justice system (e.g. unions for police officers, administration policy for prison officials, etc.).
5. Students will locate, identify, and use peer-reviewed printed and electronic periodical, as well as printed and electronic books

IV. COURSE ACTIVITIES

Students are responsible for timeliness, applying course information and concepts to assigned work at any time and technology integration and syllabus designations.

STUDENT HOMEPAGE AND COURSE CHECK-IN: To ensure that you gain the most from this course and succeed, the first week of the course is dedicated to familiarizing yourself with the course. **Please thoroughly read the syllabus, carefully review all Course Icons & Information;** including reading the Pre-Course Suggestions, Resources, Study Tools (which includes tips for your Final Paper), and checking in the Discussion Board for updates and assignments. It is required that you create a Student Homepage this week to facilitate communication. It is requested that your Student Homepage include additional contact information – while not required – this may be of benefit to you in case of an emergency or any confusion (e.g., on more than one occasion a student has accidentally submitted the wrong document for a Final Paper and then stopped checking into WebCT, having their personal contact information avoided a grade disaster).

- To Create a Student Homepage: Click on “Study Tools” and then click on “Student Homepages”.
- Required Student Homepage Material: (1) Brief biography, and (2) current status in this Master’s Program
- Requested Student Homepage: (1) Telephone number, and (2) preferred e-mail address.

COURSE CHATS: There will be approximately (barring any emergencies) two Chats using Chat room Two and Three, respectively. Chat date & time will be announced in the first week of the course, and will be posted on the Main Discussion Board. Please look the weekly readings, assignments, and discussion questions (outlined below) to prepare for the Chats.

CHAT MAKE UP: It is understandable that all students may not be available for the class Chat; if you cannot make the Chat, review the chat in one paragraph or less (which will be copied and posted in the Notes Section within the week of the chat) and email to the T.A. via course e-mail within one week of the chat being posted (a copy of the chat will be posted in the Notes Section and/or emailed to you following the chat).

Chats are worth 20% of your total grade: 10 points each chat and a total of 8 points total if you miss the chat but review it and email the TA as a make-up assignment.

DISCUSSION BOARD: To further your communication and learning experience Week 1 and Week 6 will utilize the Discussion Board to respond to the weekly lecture material, reading, and Discussion Questions. There will not be a chat and your assignment is to be posted to either the Week 1 or Week 6 Discussion Board, not emailed or otherwise submitted. Discussion Board Postings are due Saturday midnight (12:00am) EST of that week. To facilitate professional dialogue you are required to first post your answers to the assigned week’s Discussion Questions in an independent post (e.g., Do not post your Discussion Questions by responding to another student’s post. Create a new post to answer your questions). Then, we encourage students to read each others comments/answers and respond with your thoughts, reactions, personal experience, etc. This is NOT the place to voice your personal frustrations or otherwise “soap

box.” This is an opportunity for students from diverse occupational backgrounds to learn from one another. Some of the questions may not apply to you personally; answer them to the best of your ability, referencing the text book if necessary. It is also encouraged to reference your textbook or other sources when appropriate.

Discussion Board is worth 20% of your total grade: 10 points each week assigned.

QUIZES: The five quizzes will each require you to answer three multiple choice or true & false questions covering course content from the material of that assigned week. Specifically quiz questions come from the assigned textbook chapters and are designed to not only assess your knowledge of textbook material but also your critical thinking skills. Quizzes are open book and although they are timed (20 minutes) you have six days to complete the quiz. Quizzes will be opened by 8:00am Sunday of the assigned week. Quizzes are due by Saturday midnight (12:00am) EST of the assigned week.

Quizzes in total are worth 30% of your grade (6 points each, 2 points each question)

TERM PAPER: Term papers will cover some aspect of criminal justice administration related to the course. You may choose a topic that you find particularly interesting, but you must contact the Instructor for approval of topic no later than Week Three of the course. Papers are due on the **Wednesday of Week Eight by 5:00pm EST**. Papers must be formatted in accordance with American Psychological Association (APA) Publication Manual guidelines, must be at least 15 pages in length (double-spaced) not including references or title page. Papers must be handed in using the Assignment Drop Box: Homepage, Course Evaluation, and Assignment Drop Box. Topics, however, are to be emailed to the professor by week 3 of the course. Please see the ***Resources Icon under Study Tools*** from the Homepage for more detailed Term Paper Instructions.

- Location: Homepage, Course Evaluation, and Assignment Drop Box.
- Resources Icon under Study Tools – for detailed suggestions
- Required Formatting and Submission Details
 - Style: Must be APA format – see APA Publication Manual (available in NSU Library) or Writing Issues below for support/resources.
 - Font: Times New Roman, 12-point
 - Paragraph: Double Spaced, one-include margins on all sides
 - 15-page **minimum** not including Title Page & References
 - A **minimum** of seven references in total
 - A **minimum** of five academic references (See Resources for more detail, briefly, this means five references that are not from websites or popular magazines).
 - Use of the Text Book as one of your seven total references
- Writing Issues
 - NSU offers tutorial services in writing through the NSU Office of Academic Services. These services were designed for the needs of undergraduate

students, who are given priority, but are provided, on a limited basis, to graduate students online and/or in-person. The contact information for the Office of Academic Services is shown below. (Online tutoring follows the same general guidelines as in-person tutoring. For more information, see the General Information and Policies.)

- Online Tutoring. The Office of Academic Services offers free live online tutoring in writing, as well as undergraduate-level mathematics and science. This assistance is available in a format which allows the student and tutor to interact with a computer document in real time. The minimum technology required is a computer with internet access and audio capabilities—a microphone and speakers (a combined headset works well). If a microphone and speakers are not available, the audio connection can be established through a telephone with a speaker.
- All online appointments are conducted by main campus tutors between 9:00 a. m. and 7:00 p. m. on Monday through Thursday, between 9:00 a. m. and 5:00 p. m. on Friday, and between 10:00 a. m. and 2:00 p. m. on Saturday. Online appointments can be scheduled by calling xxxxxxxxxx. Students will be given detailed instructions for accessing the tutoring site at the time they make their first appointment.
- In-person tutoring. Students located on or near NSU’s main campus in Ft. Lauderdale or the Student Educational Centers in Jacksonville, Miami-Kendall, Tampa, and Orlando are encouraged to contact those sites for information regarding in-person tutoring.

- Rewrites
 - Graduate level work is expected to be of the highest caliber. If, however, work is determined by the professor to be unacceptable, the student may be allowed to rewrite written assignments. The decision to provide an opportunity to rewrite an assignment will be at the discretion of the professor. Students may not rewrite an assignment more than once. The professor may request a telephone conference to discuss the need for rewrites. If repeated rewrites are needed the professor may request a telephone conference to discuss the challenges the student is facing in successfully completing this course and to discuss options which may include withdrawing, seeking additional academic assistance, and/or re-enrolling for the course at a later date.
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V. GRADING CRITERIA

Final grades will be determined based on the following criteria:

1. Participation (Chats & Discussion Board) (40%)

2. Quizzes (30%)
3. Final/Term Paper (30%)

Suggested Grading Scale

90 – 100	=	A
80 - 89	=	B
70 - 79	=	C
Below 70	=	F

VI. REQUIRED TEXT AND MATERIALS

Justice Administration: Police, Courts, and Corrections Management (sixth edition) by Kenneth J. Peak.

VII. CLASS MODUALES AND DISCCUSION QUESTIONS

WEEK ONE: INTRODUCTION TO JUSTICE ADMINISTRATION

READ: Chapters 1 & 2 and check out this website: www.usdoj.gov

ASSIGNMENTS: 1. No chat or quiz for week 1. 2. Answer the Discussion Questions below and post your answers on the Week 1 Discussion Board. Please post all responses in one posting and keep your responses to two – three sentences. After you have posted your material we encourage professional dialogue on the Discussion Board. 3. Use this week to get to know the course, your classmates, and get familiar with web-based learning.

DISCUSSION QUESTIONS

1. Describe your professional perspective on the topic posed in Chapter One: Do we (United States) have a True System of Justice?
2. Historically, what management systems have been employed in criminal justice organizations (i.e. Scientific vs. Systems)?
4. Choose one theory of Motivating Employees (From Chapter Two) and list pros & cons of that style.
5. Read the section “Implications for the Criminal Justice Workplace” carefully on pages 52-53. Describe your role or prior experience that can relate, disagree, or agree with the sentiments of the author.

WEEK TWO: THE ROLE OF LAW ENFORCEMENT

READ: Chapter 3, 4, 5, & 6 and check out these websites: www.icisf.org & www.hrw.org/reports98/police/

ASSIGNMENTS: Quiz #1

WEEK THREE: THE ROLE OF JUDICIAL COURTS

READ: Chapters 7, 8, & 9 and Check out this website: www.uscourts.gov

ASSIGNMENTS: Quiz #2, and submit your Final Paper topic request.

WEEK FOUR: THE ROLE OF CORRECTIONAL INSTITUTIONS

READ: Chapters 10, 11 & 12 & check out this website: www.heavybadge.com/correct.htm & <http://ojjdp.ncjrs.org/>

ASSIGNMENTS: Quiz #3

WEEK FIVE: ADMINISTRATIVE CHALLENGES - Part One

READ: Chapters 13, 14, & 15

ASSIGNMENTS: Quiz #4

WEEK SIX: ADMINISTRATIVE CHALLENGES – Part Two

READ: Chapters 16 & 17 and check out this website:

<http://www.ojp.usdoj.gov/nih/sciencetech/publications.htm>

ASSIGNMENT: 1. No quiz for week six. 2. Answer the Discussion Questions below and post your answers on the Week 6 Discussion Board. Please post all responses in one posting and keep your responses to two – three sentences but include direct references to the textbook. After you have posted your material we encourage professional dialogue on the Discussion Board.

DISCUSSION QUESTIONS: REMEMBER TO REFERENCE YOUR TEXTBOOK

1. What is a budget cycle?
2. What are some of the most recent and better known technological capabilities used in today's judicial courts? What are the some the benefits of those capabilities?

WEEK SEVEN: JUSTICE ADMINISTRATION - FINAL QUIZ

READING: Review of entire course and assigned reading

ASSIGNMENT: Quiz #5

WEEK EIGHT: FINAL PAPER DUE

PLEASE READ CAREFULLY!!!

1. Final Paper is Wednesday at 5:00pm, via Assignment Drop Box.
2. The Paper must be submitted via the Assignment Drop Box no later than Wednesday, at 5:00 p.m. of that week.
4. There will be POINT DEDUCTIONS for any Papers that turned in after the 5:00 p.m.
5. Please use either MS Word or Word Perfect. Be sure that your name is included somewhere within the attached document.