

STERLING COLLEGE SYLLABUS
SOCIAL SCIENCES DEPARTMENT
CRIMINAL JUSTICE

Course Number: <u>CJ110</u> Credit Hours: <u>3</u> Meeting Place: <u>online</u>	Name: <u>Introduction to Criminal Justice</u> Semester/Year: <u>Spring 1 2019</u> Time: <u>online</u>
Instructor Name: _____ Office Location: _____ Office Phone: _____ Cell Phone _____ E-mail: _____	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p><u>Office Hours</u> email to arrange a phone call</p> </div>
Textbook: <u>Peak, Kenneth J. and Everett, Pamela M. (2017). <i>Introduction to Criminal Justice: Practice and Process, 2nd Ed.</i> Sage.</u>	

COURSE DESCRIPTION

This course provides an initial overview of the criminal justice system and is designed to familiarize students with the basic facets and components of criminal justice at the local, state and federal levels.

PERFORMANCE OUTCOMES

Course Objective	KNW, SKL, or VAL	Activities	Assessments
Students will gain an introductory knowledge of criminal justice system.	KNW	Class readings Class discussion Interactive course materials.	Regular quizzes and tests. Evaluation of discussion responses.
Students will develop better abilities to read and think critically	SKL, VAL	Class readings	Regular quizzes and tests.
Students will develop enhanced ability to write clearly.	SKL, VAL	Class writing assignments.	Evaluation of writing assignments.

GRADING POLICY

16 Chapter Quizzes (40 points ea)	640 points
Project Papers (2 at 50 pts each)	100 points
Discussion Forums	140 points
Final Exam	200 points
TOTAL	1080 points

The above listed assignments are representative of the required coursework for the semester. The professor reserves the right to add or remove assignments throughout the course.

Letter Grade	% Points Earned
A	90%+
B	80%-89%
C	70%-79%
D	60%-69%
F	59% or less

Chapter Quizzes – Each quiz will consist of 20 questions (T/F and multiple choice) worth 2 points each, for a total of 40 points per quiz. Each quiz will have a 20 minute time limit and must be completed before the set close time for the quiz.

Project Papers – Each student is required to complete two project papers over the course of the semester.

Discussion Forums – Discussion forum participation is expected and worth a significant portion of the grade.

Final Exam – A comprehensive final exam will be given during finals week. The final exam will be worth 200 points, and may include T/F, multiple choice, short answer, or essay questions.

ACADEMIC INTEGRITY: Sterling College faculty and students form an academic community committed to the Biblical principles of justice and honesty and to the core values of faith, calling, learning, integrity, service and community. With this in mind, the policy in the current Academic Catalog will be followed for this class.

CLASSROOM BEHAVIOR POLICIES

The online learning environment includes technology, information, and people. Students should demonstrate professionalism and integrity in regard to all components of the learning environment. Given that students and instructors may be from anywhere in the world, learners should consider differences in time zones if telephone conversation is ever required.

Treating Other Students with Respect

Students should avoid inflammatory or offensive comments—which undermine the objective of a positive learning experience—in communicating with their peers. Most students want to get the most from their online course, which means that they expect their peers' cooperation on collaborative assignments and thoughtful participation in discussion forums.

Treating Instructors with Respect

Students can show respect to instructors by reading all announcements in a timely manner, communicating in a timely fashion about problems (technological or other) that will cause work to be turned in late, and following directions.

Respect for All Parties Who Collaborate with the Institution to Create Learning Experiences

Service, observation, and clinical practice are important components of Sterling College Online programs. The organizations and employers who cooperate with Sterling College to help students succeed do so out of kindness and social responsibility; they are not *required* to participate in Sterling College Online learning experiences. Sterling College values the cooperation of all parties who help students learn and grow by providing observatory and hands-on experience. Students should likewise respect the contributions of such parties.

Respecting Laws Regarding Technology and Information

Students may not use or reproduce any technology or course component for financial purposes or for the purpose of defaming the institution or individuals. Online learners should use technology for the sole purpose of learning and sharing course-related information with others in the learning community.

ATTENDANCE POLICIES

Weekly participation is recorded in the "Attendance" section of the course.

Weekly student participation is fulfilled by one or more of the following criteria:

- discussion board participation
- strong participation in the form of assignment submissions other than basic logins/views such as assignment submissions

Please note: any student not participating regularly may be administratively withdrawn from the course.

LATE WORK:

All work must be turned in when it is due. Late work will NOT be accepted unless *prior* arrangements have been made with the professor.

SPECIFIC EXPECTATIONS:

Come to class prepared, having completed the required reading and writing assignments before class begins. Be sure you are on time.

ELECTRONIC COMMUNICATION:

The Sterling College e-mail system will be the official means of communication for this course. If you use another email account, make sure that your SC email messages are forwarded to that account. However, *no assignments will be accepted via email*. All assignments must be submitted via mySterling.

COURSE OUTLINE/DAILY SCHEDULE:

The course schedule will be posted on mySterling. Please check it often as the schedule is flexible and subject to change in order to accommodate course objectives.

STATEMENT OF NONDISCRIMINATION

Sterling College does not discriminate on the basis of race, color, national origin, sex, disability or age. The policy in the current Academic Catalog will be followed for this class.

DISABILITY ACCOMMODATIONS

Any student with a disability who may need classroom accommodations in this course should contact the Academic Support Office, located in Mabee Library (campus ext. 463). The office serves students with a wide range of documented physical and learning disabilities.