INTRODUCTION TO CRIMINAL JUSTICE (CRIJ 1301)
SYLLABUS

SEMESTER AND YEAR
SCH: 3 LECTURE / 0 LAB
CORE CURRICULUM COURSE

COURSE DESCRIPTION:
This course provides an historical and philosophical overview of the American criminal justice system, including the nature, extent, and impact of crime; criminal law; and justice agencies and processes.

TEXT AND SUPPLIES:
NOTE: Do not delay getting the required materials from the College Bookstore. There is no guarantee that there will be any available after the third week of class.
Recommended: A legal dictionary. There are several available at local book store or on the Internet. Blacks Law Dictionary is not necessary; there are a number of excellent ones for criminal justice students that are paperback and inexpensive. This investment will serve you throughout your criminal justice courses.
Supplies: Students will bring notebooks, pens, pencils, and Scantron® sheets for examinations to class. It is suggested that students purchase several Scantron® sheets, both objective-type and essay-type, at the beginning of the semester, and have them available during class, in the event an unannounced quiz is given.

WRITING ASSIGNMENTS:
Writing assignments and/or other work may be assigned during the semester as deemed necessary by the instructor. The purpose of these assignments is to provide you the opportunity to learn to write effectively and practice that skill. Specific instructions will be given when the assignments are made.

COURSE GOALS/OBJECTIVES:
Upon successful completion of this course, the student will:
- describe the history and philosophy of the American criminal justice system;
- explain the nature and extent of crime in America;
- analyze the impact and consequences of crime;
- evaluate the development, concepts, and functions of law in the criminal justice system;
- describe the structure of contemporary federal, state, and local justice agencies and processes.
PARTICIPATION STATEMENT

For Online courses, students MUST actively participate by completing an academic assignment by the official census date. Students who do not do so, will be dropped from the course.

Students must dedicate themselves to learning while in college. You should follow the syllabus, read each chapter before it is discussed in class, and use effective study techniques (e.g. note taking, outlining the text, flash cards; study groups) to improve chances for success. Additional time is required for preparing for examinations and completing assignments. Attendance is important in all classes; a grade is given for attendance and participation. Students are encouraged to ask questions and, if necessary, meet with the instructor during office hours for additional help.

Portable cellular phones, beepers, and similar devices are disruptive to the class, and you are encouraged NOT to bring them into the classroom. If you do bring them to class, please make sure they are turned off. Should they become a nuisance, you will be asked to remove them from the classroom. You may bring beverages into the classroom, but may not eat during class or wear hats in the classroom. You are expected to be on time, and remain in class until the end. Coming late and leaving early will affect your participation grade.

Students missing a major examination must make up the examination before the next class. Make-up examinations will be the same as, or different from, the examination given in class. Make-up examinations will cover the same material as the scheduled examination. Failure to make up an examination within the specified time will result in a grade of zero for the missed exam. Students missing class are responsible for finding out what was missed and getting the notes from another student. The instructor reserves the right to give quizzes, announced or unannounced, at any time. There is no opportunity to make up quizzes that are missed. Final exams are not given early or late.

Notice: The instructor cannot drop students who stop attending or have an excessive number of absences. Missed work will be graded as zero and averaged into the final grade. It is your responsibility to drop a class if you no longer plan to attend and complete the semester. Check the Midland College catalog for last day to drop.

EVALUATION OF STUDENTS:

<table>
<thead>
<tr>
<th>Evaluation Category</th>
<th>Percentage of Semester Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major examinations</td>
<td>70 %</td>
</tr>
<tr>
<td>Vocabulary Tests ¹</td>
<td>12 %</td>
</tr>
<tr>
<td>Technical writing assignments ²</td>
<td>15 %</td>
</tr>
<tr>
<td>Student participation/preparation ³</td>
<td>3 %</td>
</tr>
</tbody>
</table>

Quizzes may be given at the instructor’s discretion. If given they will be included in the participation grade for the course. Missed quizzes, including the vocabulary quizzes, cannot be made up – missed quizzes are recorded as a zero grade.

Examinations in this course will be given during class time. Exams will be reviewed in class.
Final grades are posted and available on Campus Connect.

1 Two vocabulary quizzes will be given in this course. Each quiz counts 6% of the overall course grade. Vocabulary development is essential to mastering subject matter in any discipline. Vocabulary includes spelling, definition and usage of words, and all will be tested.

2 One or more writing assignments may be made during the semester. These are to assess your written communication skills, provide an opportunity to develop/improve them, and develop critical thinking skills. The exact number of assignments will be determined as the semester progresses. Writing assignments will have a due date and will not be accepted late.

3 You are expected to be on time, to come to class prepared to discuss the material, to take appropriate notes, and have no absences. This grade is assigned at the end of the semester.

COURSE SCHEDULE:
The class meets for three lecture hours per week.

INSTRUCTOR INFORMATION:
Instructor  Brian Kneisley
Office  174 Technical Building
Telephone  (432) 685-4685
E-mail
Division  Social/Behavioral Science and Business Studies (685-6830)

Office Hours: Subject to change each semester, office hours are posted and announced in class.

ADA Statement: Any student who because of a disabling condition may require some special arrangements in order to meet course requirements should contact the Counselor/Disability Specialist at 432-685-5598 as soon as possible. The Counselor/Disability Specialist is located in the Scharbauer Student Center Building. These conditions may include documented physical or educational disabilities. Please be aware that services or accommodations are not automatic. Each student must request them and secure the proper authorizations/documentation.