

**University of Maryland, College Park**  
**Department of Criminology & Criminal**  
**Justice**

**CCJS100: INTRODUCTION TO CRIMINAL JUSTICE**

FALL 2019  
Mon/Weds  
9:00am – 9:50am  
LEF 2205

**INSTRUCTORS**

Dr. Madoo (will return as instructor after 10/18/19)  
2213 Lefrak Hall  
Email: [jmadoo@umd.edu](mailto:jmadoo@umd.edu)  
Phone: 301-405-0172  
Office Hours: Thurs 2:00-4:00pm and by appointment Mon-Weds

Professor Miller (temporary instructor until 10/18/19)  
2160 Lefrak Hall  
Email: [jmille38@umd.edu](mailto:jmille38@umd.edu)  
Phone: 301-405-4699  
Office Hours: Mon/Weds 10:00-10:50am, Tues/Thurs 12:30-1:30pm

**TEACHING ASSISTANTS**

0101-0104 Katie Palmer, [kapalmer@umd.edu](mailto:kapalmer@umd.edu) LEF 2163 Office Hours: Weds 10:00am-12:00pm  
0105-0108 Ziyue Gu, [ziyuegu@umd.edu](mailto:ziyuegu@umd.edu) LEF 2163 Office Hours: Thurs 1:00-3:00pm

**COURSE DESCRIPTION**

This course provides an overview of the three major components of the American criminal justice system: police, courts, and corrections. Each component will be explored in its development over time as well as various issues surrounding each component. This course will also cover important issues that are relevant to current debates including reentry, technology and crime, juvenile justice, and future directions for criminal justice.

**COURSE LEARNING OBJECTIVES**

After the completion of the course, students will be able to:

1. Demonstrate an understanding of the three subsystems of the American criminal justice system: police, courts, and corrections.
2. Demonstrate an understanding of the major theories used to explain criminal and delinquent behavior.
3. Examine how crime and delinquency are defined and measured in America.
4. Identify specific issues of crime including offender reentry and technology and crime.
5. Understand the future direction of the American criminal justice system.

**REQUIRED TEXTBOOK**

Cole, G. F., Smith, C. E. & DeJong, C. (2018). *Criminal Justice in America*, 9<sup>th</sup> Edition.

Belmont, CA: Wadsworth. ISBN-13: 9781305966062

### **COURSE WEBSITE**

This class utilizes ELMS (Canvas) for distribution of important course information. The syllabus, extra reading material, class announcements, assignments, and grades will be posted on ELMS. You are strongly encouraged to access ELMS on a regular basis as you are responsible for knowing the material posted on the website. Please also monitor and use the UMD email account associated with ELMS to communicate with me.

To access ELMS, go to <http://elms.umd.edu> and log in with your Directory ID and password. If you have any problems accessing your account, contact the support desk at 301-405-1500. You must be registered for the class to access the course website.

### **COURSE GRADING**

Exam #1: 20% (Chapters 1-4)

Exam #2: 25% (Chapters 5-9)

Exam #3: 30% (Chapters 10-15)

Discussion Activities 15%

Writing Assignment 10%

Percentage points will be converted to a letter grade as listed below:

A+ (97-100%)	B+ (87-89%)	C+ (77-79%)	D+ (67-69%)	F (<60%)
A (93-96%)	B (83-86%)	C (73-76%)	D (63-66%)	
A- (90-92%)	B- (80-82%)	C- (70-72%)	D- (60-62%)	

### **EXAMS**

Exams will be multiple-choice and will feature content from the assigned readings as well as course material and information provided in the weekly lectures. Exams will be completed without the use of notes, textbooks, computers, or additional aides. Exams will be non-cumulative and will not be curved in the course. On exam days, you will need a #2 pencil for the scantron form and your UID.

In the case of makeup exams (see makeup policy section below in syllabus) for those who contact me in writing prior to the start of the exam and who have a documented university excused absence, the format and questions will be different from the standard multiple-choice version given to the class. These exams can include questions in the format of multiple-choice, true/false, matching, short answer, and/or essay questions. The content on the makeup exam, however, will be at the same level of difficulty as the standard version given to the class.

\*Please note that if you arrive for an exam after the first person has completed and exited the lecture hall, you may **not** sit for the exam and will receive a zero. This policy is non-negotiable.

### **DISCUSSION**

A weekly discussion will be held by one of the teaching assistants (TA) in the course. Please make sure you attend your registered lecture and discussion section or no credit will be granted for your participation and/or completion of assignments. Discussion will **not** be held during the first week of class so please start attending discussion in week two.

Participating in discussion is critical to your success in the course. Discussion is not a replacement for attending lecture as course material will be presented in a different format than lecture. Instead, you will be evaluated through a variety of discussion assignments (this may also include online assignments) and activities which will enable you to further analyze and process the overall course material.

You will also be required to complete a writing assignment that promotes further exploration and analysis of current criminal justice issues. Detailed instructions will be provided to you by your TA who will be grading the writing assignment. The writing assignment will be due on ELMS by **11:59pm, Sunday, November 10, 2019**. If you miss this deadline, you will have up to 5 days after the initial due date to submit a late writing assignment on ELMS for a 10% deduction per day it is late with a maximum of a 50% grade reduction. No writing assignments will be accepted after 5 days beyond the due date. Email submissions will not be accepted.

Simply attending discussion this semester will not result in a favorable grade as you will not be graded on attendance alone. To receive full credit in discussion, you will be expected to attend class on time, stay for the duration of the entire class, and actively participate in the weekly activities set forth by your TA. Students who are not engaged in class or who engage in disruptive behavior, such as cell phone use during class, will lose points in discussion, per the discretion of the TA. Please review the makeup policy below in the syllabus should you miss a class this semester. You will be required to notify your TA in writing prior to the start of your registered discussion section with documentation for your excused absence for a makeup assignment to be provided to you. Your TA will provide you with additional information on their expectations for discussion.

### **COURSE RELATED POLICIES**

The University of Maryland expects each student to take full responsibility for their academic work and academic progress. As a student, you have the responsibility to be familiar with and uphold the Code of Academic Integrity and the Code of Conduct, as well as for notifying your course instructors in a timely fashion regarding academic accommodations related to absences and accessibility. University policies outlined in the link below are particularly relevant to your experience in academic courses. Additionally, please review the policies specific to this course: <http://www.ugst.umd.edu/courserelatedpolicies.html>

### **MAKEUP POLICY**

Makeup exams and assignments will only be given in cases of excused absences. Excused absences include religious observances, mandatory military obligation, illness of the student or illness of an immediate family member, required participation in university activities, death in the family, and required court appearances. Changes in employment schedules, personal travel, traffic/transit problems, etc. do not qualify as excused absences.

The student must notify the instructors (Dr. Madoo/Professor Miller and TA) in writing **prior** to missing an exam, major graded assignment and/or discussion section for a makeup to be scheduled. If you know in advance that you will be absent for an exam or assignment due date with an approved absence (you must notify us at least one week prior to the due date), you will

be expected to take the exam or turn in the assignment prior to the exam/assignment due date.

**Exams:** Makeup exams will only be given in cases of excused absences which always require prior written notice to the start of the exam and documentation to determine if your absence was excused. If you miss an exam and notify me after the start of the exam, you will not be able to reschedule the exam. Please contact me immediately (before the start of the exam) to let me know if you will not make the exam so we can begin the process of rescheduling while you gather documentation. All makeup exams must be completed as soon as you return but no later than one week of the missed exam, per the instructor's availability. Failure to adhere to these policies will result in a grade of zero for the exam.

**Discussion:** Makeup assignments will only be given in cases of excused absences which always require prior written notice to the start of your registered discussion section as well as official documentation. If you contact your TA after the start of your registered discussion section, you will not be able to schedule a makeup assignment. Please provide us with a copy of your documentation to keep in our records. All makeup assignments for a missed discussion section, due to an excused absence, must be completed within one week of the missed assignment and/or discussion section. Failure to adhere to these policies will result in a grade of zero for the missed assignment.

Students may, one time per course per semester, provide a self-signed excuse as documentation of a medically necessitated absence from a single class that does not coincide with a major graded assessment or assignment due date. For all other medically necessitated absences, students must provide documentation from a physician or the University Health Center, upon request of the course instructor or TA. Students must still provide prior written notice of their absence before the start of class.

If you miss a lecture, it is your responsibility to obtain lecture notes from a classmate as lecture notes will not be posted online or shared outside of lecture regardless of circumstances. In order to succeed in this course, you will need to attend classes regularly to ensure you understand the course material covered.

### **GRADE DISPUTES**

If you have questions or concerns about your grade(s) and believe I should review them, you must submit a written request over email that describes your concern in detail. I strongly encourage you to reach out to your TA first, with any discussion related assignment disputes, with a written request over email, prior to reaching out to me. All requests must be submitted within **one week** after grades for the relevant assignment have been posted.

### **CLASSROOM CODE OF CONDUCT**

As a department and university, we expect the faculty and students to be prepared for class and to be actively engaged in classroom activities. Students are expected to treat others with respect, as well as refrain from disruptive behaviors such as entering the classroom late, leaving the classroom repeatedly, making loud and distracting noises, eating, reading outside material, sleeping, side conversations, text messaging and using prohibited technological devices. Also, please note that cell phones are to be turned off or placed on silent during class.

Repeated classroom disruptions will result in being asked to leave the class and may ultimately affect the final grade you receive. Repeated tardiness to class lectures and discussions will also be considered disruptive and may influence your final grade. If you do arrive late to class, please enter the classroom quietly and sit towards the back so not to distract the class with your tardiness. Students who do not adhere to these policies will be subject to referral to the Office of Student Conduct or to Campus Police.

### **DISABILITY SUPPORT**

Students who are registered with the Accessibility and Disability Service (ADS) Office and provide required ADS documentation will be accommodated in the classroom. **After receiving an Accommodations Letter from ADS, you are expected to meet with each course instructor, in person,** to provide them with a copy of the *Accommodations Letter* and to obtain their signature on the *Acknowledgement of Student Request* form. The *Accommodations Letter* must be presented to me no later than **September 11, 2019**. ADS students who are requesting to take their exams at the ADS Testing Office need to provide me with a testing form online **at least three business days prior to each exam** or will have to take the exam with the rest of the class. Saturday and Sunday are **not** business days. The student is expected to take the exam at the same time as the rest of the class, unless other accommodations have been approved by the instructor.

### **USE OF TECHNOLOGY**

Unless instructed to use as part of an in-class activity, all technological devices are prohibited in this class including laptops, MP3 devices, smart phones, phones, calculators, gaming devices, etc. If these devices are seen and/or used during the class, outside of a required in-class activity, you will be asked to leave class due to the disruptive behavior. See the classroom code of conduct section of this syllabus for more information on disruptive behavior. The only exception to the use of technology policy is if a student has required documented accommodations through ADS and has provided me with this documentation by **September 11, 2019**.

### **RELIGIOUS OBSERVANCES & ATHLETES**

If you are unable to attend class or take an exam due to a known religious observance or athletic obligation, you will need to discuss this with Dr. Madoo/Professor Miller and submit the necessary documentation (signed religious letter, university athletic travel schedule, etc.) to excuse your absence by **September 11, 2019**. Failure to notify me by this date will result in the grade of a zero for the missed exam/assignment regardless of circumstances. It is your responsibility to arrange an alternative date to complete exams/assignments prior to the missed class.

### **COPYRIGHT AND INTELLECTUAL PROPERTY**

Class lectures and other course materials are copyrighted and may not be reproduced for anything other than your personal use in this course without the permission of the course instructor. Course materials are the property of the course instructor – do not sell them, do not post them on a website, do not take pictures of them, and do not record them without

documented permission from the course instructor. Be aware that copyright infringements may be referred to the Office of Student Conduct.

**Class Schedule & Reading Assignments** (subject to change)

Reading assignments are to be completed prior to the date on the schedule.

<b>Week</b>	<b>Date</b>	<b>Lecture Topic</b>	<b>Reading Assignments</b>
<b>1</b>	M 8/26 W 8/28	Course Introduction The Criminal Justice System <i>No Discussion</i>	Chapter 1
<b>2</b>	M 9/2 W 9/4	<b>LABOR DAY - NO CLASS</b> Crime and Crime Causation	Chapter 2, pgs. 49-72
<b>3</b>	M 9/9 W 9/11	Crime and Crime Causation Crime and Crime Causation	Chapter 2, pgs. 72-85
<b>4</b>	M 9/16 W 9/18	Criminal Justice and the Rule of Law Police	Chapter 3 Chapter 4
<b>5</b>	M 9/23 W 9/25	Catch-up Day <b>EXAM #1</b> <i>No Discussion</i>	
<b>6</b>	M 9/30 W 10/2	Policing: Issues & Challenges “”	Chapter 5
<b>7</b>	M 10/7 W 10/9	Police and Law “”	Chapter 6
<b>8</b>	M 10/14 W 10/16	Courts and Adjudication “”	Chapter 7
<b>9</b>	M 10/21 W 10/23	Pretrial Procedures/Plea Bargaining Criminal Trial	Chapter 8
<b>10</b>	M 10/28 W 10/30	Punishment and Sentencing Catch-up Day	Chapter 9
<b>11</b>	M 11/4 W 11/6	<b>EXAM #2</b> Corrections <i>No Discussion</i> <b>Writing Assignment Due on ELMS by 11:59pm on Sunday 11/10</b>	Chapter 10
<b>12</b>	M 11/11 W 11/13	Incarceration and Prison Society <b>ASC – NO CLASS</b> <b>Online Discussion Due on ELMS (no in-class discussion; see ELMS for</b>	Chapter 11

<b>Week</b>	<b>Date</b>	<b>Lecture Topic</b>	<b>Reading Assignments</b>
		<i>specific due date this week)</i>	
<b>13</b>	M 11/18 W 11/20	Probation/Intermediate Sanctions Reentry	Chapter 12 Chapter 13
<b>14</b>	M 11/25 W 11/27	Technology and Criminal Justice <b>THANKSGIVING – NO CLASS</b> <i>No Discussion</i>	Chapter 14
<b>15</b>	M 12/2 W 12/4	Juvenile Justice “”	Chapter 15
<b>16</b>	M 12/9	Catch-up Day	
		<b>EXAM #3 (FINAL EXAM)</b>	<b>DATE/TIME TBD</b>

**\*The final exam date will be released by the university mid-semester. Final exams will not be rescheduled regardless of circumstances so please do not make travel plans until the exam date has been released.\***