

CCJS 301
FUNDAMENTALS IN CRIMINAL JUSTICE
Fall 2022

Instructor:	Cortney Fisher, JD, PhD	Course Time:	Online/Asynchronous
Office:	2217 Lefrak Hall (CP) Bldg. III – 5101 (SG)	Course Location:	Online/Asynchronous
Zoom:	357 163 5269	Office hours:	SG: Mo: 12:30 p – 1:30 p CP: Tu/Th: 12:30 p – 1:30 p
Email:	cfisher3@umd.edu	Slack:	@cfisher3

Communication in this course is to be conducted via Slack. Each student in the course will be invited into a Course Channel. Do not email me with questions, concerns, or comments. Slack me! I cannot promise that I will be responsive to email, but I will be responsive to Slack

Course Objective

This course is designed to provide an advanced overview of the three major components of the American criminal justice system: police, courts, and corrections. Each component will be discussed in terms of its evolution over time, current issues facing each component, and an exploration of how race, gender, age, sexual orientation, and ethnicity impact the way each component has evolved and how they operate for different identities. The course will address issues of race, reentry, technology, juvenile justice, and future directions for criminal justice.

Notice: This course is, by its definition, a course about crime and the people who commit crime. By the nature of this course, we are discussing trauma and traumatic events. It is impossible for me to identify when any particular topic is going to bring up difficult feelings and emotions for any one person in the class. However, I do expect that many people in the class have experienced trauma caused by criminal victimization and I anticipate that some of the material may be difficult.

Always take care of yourself first. If you need to leave the classroom, please do so as quietly as possible. Check in with me later so that I know you are ok. If you need to stop reading a book or an article, put it aside until you feel that you are better able to focus on it and talk to me about it. If you need to talk more at length, I am always available during office hours but University policy requires that I report certain information if certain crimes have happened on campus. There are confidential resources for you to access:

Center for Counseling and Consultation
301.738.6273

Required Texts

1. *Criminal Justice*
Scott H. Belshaw and Lee H. DeBoer
ISBN: 978-1-5249-4540-4 (text) OR 978-1-5249-4538-1 (e-book)
2. *A Rip in Heaven*
Jeanine Cummins, 2004
ISBN: 0451210530

Additional materials for the course are uploaded into the ELMS course.

Course Requirements

Students in CCJS 301 will receive 4 grades in this course.

- 25% - Quiz grade
- 25% - Reflection Assignment
- 25% - Mid-Term Exam
- 25% - Final Exam

This is the formula that you need to use to calculate your grade. Do NOT use ELMS to calculate your grade. Plug your grades into the formula below.

Quizzes: **100 points x 2.5 = 250 points**
 ~10 points per quiz x ~10 quizzes = ~100 points

(To calculate your quiz grade, add all your quizzes together. Once you've added all your quizzes together, multiply that number by 2. If you have more than 10 quizzes and/or more than 10 questions per quiz, it is possible that the number you are multiplying by 2 is more than 100. That is ok! You can earn over 100 points on your quizzes if you are offered and take all quizzes available to you and/or you earn more than 10 points per quiz.)

There will be at least 10 quizzes throughout the session. Each quiz is worth 10 points. Each quiz will be taken on ELMS. The quizzes are announced on ELMS and there is about one quiz per module. Students will have until 11:59 pm on the date that the quiz is due to complete the quiz. Quizzes are open note and open book.

Your first quiz is a quiz that tests your knowledge on the contents the syllabus. This syllabus is a contract between each of you and me. Completing the quiz posted on ELMS certifies to me that you have read and understand the requirements of this course. Please do not take quiz until you are able to certify that this is true. You will be held to the requirements of this course.

Students are responsible for all material posted on ELMS – Canvas and all notices posted on Slack. Taking the quiz certifies that you have read the full syllabus and are certifying that you will be responsible for all material posted on ELMS – Canvas and on Slack.

The first quiz is due to be completed on ELMS on September 13 at 11:59 pm. Students who miss this quiz can take the quiz for 50% credit for 48 hours after the quiz closes.

Reflection Assignments: **100 points x 2.5 = 250 points**

25 points per assignment x 4 assignments = 100 points

(To calculate your reflection assignment grade, add all your assignments together. Once you've added all your assignments together, multiply that number by 2.)

Students are required to complete four reflection assignments during the course of the semester. Each reflection assignment is worth a total of 25 points. ***Each reflection assignment will be completed on ELMS by typing the text directly into the Assignment tool. Assignments that are not submitted in this manner will receive a 0 on the assignment.***

Each module during the course will have at least one reflection assignment. A reflection assignment is a response to a prompt from the Professor. Sometimes the prompt will be a media clip. Sometimes the prompt will be an article from the news, or a required article from your book. I may use Panopto to

create a recording outlining the prompt and the question. Regardless of the method by which the assignment is delivered, all materials for the reflection assignment will be located in the module of the course to which the material pertains. **Students are asked to write a 2-3 page essay on their reflection of the prompt by typing their response directly into the Assignment tool on ELMS – Canvas. Students may not upload a .doc or .pdf into the tool so that it circumvents the Turnitin tool.**

Reflections must demonstrate that the student has read the article, is using classroom material, and has considered the prompt in light of the classroom material. What do you, as the student, believe about the prompt given your understanding of the material and your life experiences? While this is your reflection of the prompt, the prompt must be based on facts. It is not your opinion, necessarily, but your reasoned reflection and conclusion based on the facts and material that we learned in class.

Grading Rubric for Reflection Assignments:

Reflection Assignments will be graded according to the following rubric:

- 20% (5 pts) - Answer demonstrates an understanding of the material
- 20% (5 pts) - Answer is based on facts, research, and class material
- 15% (3.75 pts) - Answer demonstrates adequate development of each point used in the answer
- 15% (3.75 pts) - Answer demonstrates responsiveness to the question(s)
- 15% (3.75 pts) - Answer demonstrates advanced writing skills: grammar, spelling, and organization
- 15% (3.75 pts) - Assignment is appropriately cited

Students are entitled to choose any four reflection assignments that they want to do during the course of the semester, but **two assignments must be completed before the Mid-Term Exam and two assignments need to be completed after the Mid-Term Exam.** The first four reflection assignments will be the four reflection assignments graded, provided that you do not do more than two prior to the Mid-Term. Any additional assignments will be given a 0.

Assignments for any one module are due before the start of the next module, as written on the Course Schedule. Students who miss a deadline for a Reflection Assignment may complete the assignment for 50% credit up to 24 hours after the Reflection Assignment is due.

Mid-Term Exam 100 points x 2.5 = 250 points

The Mid-Term Exam is scheduled for the week of **Monday, October 17**. **No exams may be rescheduled for any reason unless there is a University-approved absence as described below. Students who fail to take the exam by the time that the exam closes will receive a 0 on the exam.**

If you have an excused absence: I will excuse absences for medical necessity, family emergencies, religious observances, interviews with proper documentation, university-sanctioned events, or court appearances. All excused absences must have a note from the appropriate authority, e.g. doctor, court, university official, interviewer. If your absence is excused, you will have the opportunity to make-up the exam **within one week of the absence. There will be no exams made up by the student after one week.** It is **solely the student's responsibility to learn whether an exam was given on the day the student was absent and to arrange with professor to complete the exam.**

Final Exam 100 points x 2.5 = 250 points

Total points 1000 points

A+ = 975-1000	B+ = 865-894	C+ = 765-794	D+ = 665-694	F = below 595
A = 935-974	B = 825-864	C = 725- 764	D = 625-664	
A- = 895-934	B- = 795-824	C- = 695-724	D- = 595-624	

Office Hours

Sometimes the material is understood better by talking it through. Students who wish to discuss the material can attend my office hours to ask questions and talk through the material. Coming to my office hours are first-come, first-served. I will speak to each student individually and privately as they enter my physical office in College Park, my physical office in Shady Grove, or my Zoom meeting room. All of my office spaces are listed at the top of this syllabus.

Office hours for this semester are:

Monday: 12:30 pm – 1:30 pm via Zoom or in-person at the Shady Grove campus
 Tuesday and Thursday: 12:30 pm – 1:30 pm via Zoom or in-person at the College Park campus

University Policies

All University policies apply to this course. <http://www.ugst.umd.edu/courserelatedpolicies.html>

Medically Necessitated Absences from Class

The University shall excuse class absences that result from a student's illness, provided the student complies with the procedures below. Procedures vary depending on the length and frequency of the absence and whether the absence occurs during a Major Scheduled Grading Event.

Major Scheduled Grading Events and Prolonged Absences. All Major Scheduled Grading Events are indicated on the attached schedule. Students who miss a Major Scheduled Grading Event due to illness or who have a prolonged absence due to illness (multiple consecutive absences due to the same illness) shall be required to provide his or her instructor with written documentation of the illness from the University Health Center or from his or her own health care provider. The University Health Center or health care provider shall verify dates of treatment and indicate the dates the student was unable to meet academic responsibilities.

Excused Absences from Class. Except during a Major Scheduled Grading Event, students may be excused from a single lecture, recitation or laboratory session one time per course per semester for a medically necessitated reason. The student should make a reasonable attempt to inform the instructor of his/her illness prior to the class, and present his or her instructor with a self-signed note attesting to the date of his or her illness. This note must include an acknowledgement: (a) that the information provided is true and correct, and (b) that the student understands that providing false information to University officials is a violation of Part 9(h) of the Code of Student Conduct.

For this course, all quizzes *are not* considered to be Major Scheduled Grading Events. When the student does not meet the quiz time limits or misses a quiz, the student will forfeit the opportunity to take the quiz and will receive a zero.

Because attendance is not recorded for lectures, there is no need for a student to provide a self-signed note or advanced notification for missing a lecture.

Students with Disabilities

I will make every effort to accommodate students who are registered with the ADS and who provide me with a University of Maryland ADS Accommodation form. I am not able to accommodate students who are not registered with ADS or who do not provide me with documentation that has not been reviewed by ADS.

Disability accommodations are the student's responsibility. **If the student has a disability or an accommodation that the student wants me to acknowledge, the student is required to have at least one 1:1 meeting with me in which the student discusses the accommodation and makes a plan for the accommodation. I cannot accommodate an issue that I don't know exists or that is unclear. If a student has a request for an accommodation that requires an extension of deadlines, students are required to notify me of the request for an extension at least 48 hours in advance of the deadline.**

Lecture Material

The lecture I deliver in this class and the course materials I create and distribute are protected by federal copyright law as my original works. My lectures are recorded or delivered from written lectures in order to insure copyright protection. You are permitted to take notes of my lectures and to use course materials for your use in this course. You may not record, reproduce or distribute my lectures/notes for any commercial purpose without my written consent. Persons who sell or distribute copies or modified copies of my course materials, possess commercial copies of my notes (i.e., Terpnotes), or assist another person or entity in selling or distributing those materials may be considered in violation of the University Code of Student Conduct, Part 9 (k).

Academic Integrity

Don't cheat on exams or plagiarize any written assignment. I will use the Turnitin score on your written assignments to assess whether a student has engaged in significant plagiarism.

All cases of suspected cheating will be submitted to the Student Honor Council and the Office of Judicial Programs. Cheating includes submitting assignments without citations and/or violating the terms and conditions of the exams.