

Santa Rosa Junior College
AJ21 - Introduction To Administration Of Justice
Spring 2018 - Online Course

Introduction

This Introduction to the Administration of Justice course will provide students with an overview of the three components of the criminal justice system including law enforcement, courts, and corrections. Topics will include an overview of the criminal justice system, history of law enforcement, professionalism and ethics, the causes of crime, the juvenile justice system, court processes, punishment and rehabilitation, and contemporary issues facing our justice system. This course is ideal for those who intend to pursue a career in the justice system as well as those who are curious about law enforcement, legal processes, and our system of punishment and rehabilitation.

Learning in this course will occur from class discussions, activities, videos, and from reading the textbook. The content of this course is broken up into learning modules. Each module has a reading assignment, writing assignment, and typically an activity such as posting a response to a question on the class discussion board, reviewing and responding to a video clip, or reviewing and responding to an article related to a current event. A term paper and final exam are also required.

This course is presented entirely online and there are no face-to-face class meetings.

Student Learning Outcomes:

- SLO 1. Describe the criminal justice subsystems including the history, structure, and function of the subsystems and careers within each.
- SLO 2. Describe the differences between federal, state, and local levels of the justice system.
- SLO 3. Identify the major theories explaining crime causation, statistical reporting, and victimology.
- SLO 4. Explain the pretrial, trial, and adjudication processes.
- SLO 5. Describe the Constitutional Amendments that pertain to the criminal justice system.

Course Objectives:

Upon successful completion of the course, student will be able to:

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1. Explain the history and development of the justice system including the subsystems of law enforcement, courts, and corrections. (SLO 1)
2. Identify the objectives and societal influences of the law enforcement, judicial, corrections, and juvenile subsystems of the justice system. (SLO 1)
3. List the justice system's responsibilities to society. (SLO 1 and 2)

4. Identify general concepts in crime causation, crime statistical reporting, and the impact of crime on society. (SLO 3)
5. Compare and contrast the organizational structures and roles of each criminal justice subsystem at the federal, state, and local levels. (SLO 1 and 2)
6. Recognize and identify the key steps in the judicial process from pretrial to adjudication. (SLO 4)
7. Identify and explain key U.S. Constitutional rights related to criminal justice and criminal procedures. (SLO 5)
8. Explain the education, training, and professionalism needed for careers in the criminal justice system. (SLO 1)

Attendance

Students are expected to log-in and complete assigned, reading, writing, exams, class discussions and activities at least weekly. Logging in, but not submitting work is considered absent. Students who do not attend class for more than one week may be dropped from the class. Students are ultimately responsible for dropping the class should they wish to no longer participate or to even start the class once registered. The instructor is not obligated to drop students at any point in the course.

Participation and Standards of Conduct

Students are expected to be engaged throughout the course. It is expected that students will be open-minded and participate fully in discussions online and debate in a mature and respectful manner. Use of derogatory, condescending, or offensive language including profanity is prohibited. For example, words such as "stupid" and "dumb" have no place in describing another person's statement. Remember, disagreement is healthy and perfectly acceptable. Expressing disagreement should always include an explanation of your reasoning and, whenever possible, evidence to support your position. Class participation is included in the final grade.

In accordance with Santa Rosa Junior College Board Policies, the Student Code of Conduct, and applicable state and federal laws, discrimination based on gender, gender identity, gender expression, race, nationality, ethnicity, religion, sexual orientation, or disability is prohibited in any form.

Grading

Assessment and grading in the class will be completed using points. Extra credit may be offered at the instructor's discretion.

The final course grade will be determined based on a percentage of points earned from the total possible using the scale below.

A = 90% to 100%

B = 80% to 89%

C = 70% to 79%

D = 60% to 69%
F = 59% and Below

Students can view their current grades at anytime by click on "Grades" from the course website main menu.

Disability Resources and Accommodations

If you have a disability that requires an accommodation, please contact the Disability Resources Department.

Website: <https://drd.santarosa.edu/students>

Main Campus: Third floor, Bertolini Student Center - 707-527-4278 or TTY: 707-528-2442

Petaluma Campus: Jacobs Hall, Room 101 - 707-778-2491

Required Textbook

Students must have access to this textbook by the first day of class.

"Criminal Justice In Action" - Ninth Edition. Roger LeRoy Miller; Larry K. Gaines
Cengage, January 2016. ISBN: 9781305633759

The instructor may also provide additional articles or a reader. Students are responsible for all assigned content from this material in the same way as described for the textbooks above. Other books and publications may be listed as recommended, but will not be included as tested content.

Academy Honesty

All students are expected to complete their own work and all written work must be original. Work cited from other sources must be cited properly using quotations marks and references as appropriate using MLA or APA format. Plagiarism in any form will not be tolerated and will result in no credit for the assignment. Subsequent incidents of plagiarism may result in failing the class and a referral for formal discipline. Students will take all tests and exams individually and shall not share information from the tests with anyone. Cheating includes accessing test information from a source other than those specified by the instructor OR providing test information to another student or in anyway assisting another student in completing a test. Acts of academic dishonesty will result in a failing grade and subject to student discipline in accordance with Santa Rosa Junior College policy.

Writing Guidelines and Submission

Written assignments are typically due by 11:59PM on the date due unless otherwise noted. Late work will not be accepted. Papers shall be prepared using MLA or APA format with all citations included in a bibliography. All written work shall be typed using a 12-pitch font and submitted electronically through the course website unless

otherwise instructed by the instructor. When a page length is specified, one page is equivalent to 300 words.

Assignments

Course work is organized into modules. The class calendar located on the [course home page](#) identifies which modules are to be completed each week. Each module typically includes a reading assignment, writing assignment, and class discussion topic. Class discussion topics may involve watching a video or reading an article and responding a question. A research paper is also required.

Posts and replies to Discussions are due by 11:59PM on the date due unless otherwise noted. Students are required to post an initial response to the discussion prompt and to reply to the posts of at least two other students by the due date. Students are encouraged to continue online discussions throughout the course, but credit will only be given to those posts and replies submitted by the due date.

[Click Here For Assignment Details And Due Dates.](#)

Exams

This course includes a mid-term and final exam. Students must complete the exams on the date and time scheduled. There are no make-up exams. Students are expected to complete all exams individually. Use of textbooks, notes, or electronic devices to access course website content or the Internet is prohibited unless otherwise specified by the instructor.

Instructor Contact Information

Email: gmiraglia@santarosa.edu

Phone: 707-654-4528

Office Hours: By Appointment (online or telephone)

[Click Here For More Information](#)