

Angelina College
School of Business & Technology
CRIJ 1306 – Court Systems & Practices - ONLINE
Spring 2019
Syllabus

I. BASIC COURSE INFORMATION:

A. Course Description:

CRIJ 1306 – Three (3) hours credit. This course is a study of the court system as it applies to the structure, procedures, practices and sources of law in American courts, using federal and Texas statutes and case law.

B. Intended Audience:

Freshman level ONLINE course.

C. Class Meeting Times and Location: Class is 100% online through Blackboard. Instructor is available to students via email, or during noted office hours.

This class is designed so that there is no need for the student to come on campus to complete any aspect of the course.

D. Instructor:

Name: Kevin D. Fritze, M.S.

Office Location: Room 158 – Technology & Workforce Building – Angelina College, Lufkin

Office Hours: Monday-Thursday: 1:00 pm – 2:00 pm; Monday & Wednesday 11:00 am – 12:00 pm. All other times by appointment only.

Phone: 936-633-5417 (instructor's office) or 936-633-5246 (division office)

E-mail Address: kfritze@angelina.edu (best *and preferred* method of contact)

II. INTENDED STUDENT OUTCOMES:

A. Core Objectives:

- 1. Critical Thinking Skills** – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- 2. Communication Skills** – to include effective development, interpretation and expression of ideas through written, oral, and visual communication.
- 3. Personal Responsibility** – to include the ability to connect choices, actions, and consequences to ethical decision-making.

B. Learning Outcomes:

1. Describe the American judicial systems (civil, criminal, and juvenile), their jurisdiction, development and structure.
2. Analyze the function and dynamics of the courtroom work group.
3. Identify judicial processes from pretrial to appeal.
4. Describe the significant Constitutional Amendments, doctrines, and other sources of law in the American judicial system.

III. ASSESSMENT MEASURES

A. Assessments for the Core Objectives

1. Critical Thinking: Students will engage in assigned readings and will be presented with oral and visual lecture content. The student will be able to demonstrate the ability to think creatively, to innovate, inquire, analyze, evaluate and synthesize information. Students will correctly answer embedded exam questions and complete written summaries or case briefs of various noteworthy judicial opinions, testing their knowledge, interpretation, and synthesis of comparative theories, current research, and social issues. Outcome will be assessed using a rubric which incorporates the Angelina College Institutional Rubric for Critical Thinking Skills.

2. Communication: Students will research an assigned topic and will write an essay on the assigned topic. Students will present their findings to the class as a whole via an oral presentation. Communication skills will be assessed using a rubric which incorporates the Angelina College Institutional Rubric for Communication Skills.

3. Personal Responsibility: Students will be required to make choices in the completion of course written assignments and/or exams that demonstrate their ability to connect choices and actions, engage in ethical decision-making, and understand its consequences. A rubric will be used to assess personal responsibility as demonstrated through embedded questions on standardized exams.

B. Assessments for Course Learning Outcomes (Tentative)

1. A combination of assigned readings, in course lectures, field trips, videos, and guest speakers will be utilized to describe for students the American judicial system (civil, criminal, and juvenile). Students will gain an understanding of the concept of jurisdiction, how the current federal and state court systems developed, and the structure of the federal and state court systems. Students will demonstrate their understanding of these topics through questioning (Socratic), and successful completion of various projects and major exams.

2. A combination of assigned readings, in course lectures, videos, and guest speakers will be utilized to analyze the function and dynamics of the courtroom work group. Students will demonstrate their understanding of this topic via participation in questioning (Socratic) and successful completion of major exams.

3. In course lectures, visual representations, and assigned readings will identify and describe the judicial process from pre-trial to appeal. Students will demonstrate their understanding of this topic through class discussions, questioning (Socratic), and successful completion of major exams.

4. Assigned readings of the textbook, readings of various legal / judicial rulings, readings of the US Constitution, and course lectures will be used to illustrate significant Constitutional Amendments, doctrines, and other sources of law in the American judicial system. Students will critically analyze the legal opinions of various state and federal courts. Students will understand the concept of *stare decisis*, and the rationale used to reach a given judicial ruling in various cases. Students will demonstrate their understanding through group discussions, questioning (Socratic), completion of written case briefs and delivery of an oral presentation related to the case that is briefed. Students will also demonstrate such skills through successful completion of major exams. The Angelina College Institutional Rubrics for Critical Thinking Skills and Communication Skills will be used for assessment.

IV. INSTRUCTIONAL PROCEDURES:

Methodologies that may be utilized in presenting course content will include a combination of lectures, small group exercises, written assignments, oral presentations, videos, guest speakers, field-trips, reading assignments, and major exams. Internet research may be required for this course at various

times. All criminal justice courses whether online or in-person will have an online Blackboard feature that allows students to access power-point presentations, assignments, the course syllabi and other relevant information.

V. COURSE REQUIREMENTS AND POLICIES:

A. Required Textbook(s) and Recommended Readings, Materials and Equipment:

Required Textbook:

1. Siegel, L.J., Schmalleger, F., and Worrall, J.L. (2017). *Courts and Criminal Justice in America, 3rd edition*. Pearson-Prentice Hall. Upper Saddle River, NJ.

Recommended Books:

1. Publication Manual of the American Psychological Association, 6th edition.
2. Current edition of either *Blacks Law Dictionary* or *Oran's Dictionary of the Law*

Other Materials:

1. Highlighter for textbook review, etc.
2. Computer with internet access (**Google Chrome MUST be your internet browser for using Blackboard in online classes at AC**). You should also be familiar with Microsoft Word and Microsoft Power-Point, and the Angelina College Blackboard Online Learning System (orientation and/or assistance is available).

B. Course Policies:

Academic Assistance:

Educational Accommodations – If you have a disability (as cited in Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act of 1990) that may affect your participation in this class, you may fill out the Educational Accommodations application within your AC Portal, under the “Student Services” tab. A Student Success team member will contact you once the application is received. At a post-secondary institution, you must self-identify as a person with a disability in order to receive services; for questions regarding the application process you can visit the Office of Student Success and Inclusion in the Student Center (205A); text 936.463.8078; or email access@angelina.edu. To report any complaints of discrimination related to a disability, you should contact Mr. Steve Hudman, Dean of Student Affairs, in Room 101 of the Student Center. You may also contact Dean Hudman by calling (936) 633-5292 or by emailing shudman@angelina.edu.

Attendance:

The Angelina College attendance policy for online classes will be followed. **A student can be dropped by the instructor for missing 2 consecutive or 3 cumulative assignments during the course of the semester.** If a student falls into this category once the drop date has passed, the student’s final semester grade will be dropped by one letter for each assignment missed during the semester (meaning if you have missed five assignments you will fail the course). Once a student is dropped by the instructor

readmission to the course is prohibited....regardless of the reason or excuse the student may or may not have. Additionally, if you desire to drop the class, you should take the necessary steps to complete the drop on your own. Just because the instructor can drop you from the class, does not mean you can assume a drop will occur. This is a matter of personal responsibility you must take care of on your own.

Additional Policies Established by the Instructor:

Student Behavior: **EXTREMELY IMPORTANT. READ AND FOLLOW CAREFULLY!**

Criminal Justice is an academic discipline and career choice that requires a high degree of professional character and moral conduct. Students are expected to engage in pro-social, ethical, and legal conduct both on campus and in private life. Failure to do so can have very negative consequences on your chances at future employment in the criminal justice system. Additionally college is a time for personal growth and personal responsibility. All students who are going to be successful in Criminal Justice courses will be required to display observable qualities that display personal responsibility.

Plagiarism and Academic Dishonesty:

Please see the Student Handbook for Angelina College's definition of and policies regarding plagiarism and academic dishonesty. Students engaging in any form of plagiarism or academic dishonesty – which is the unacknowledged use of anyone else's work (published or unpublished) or **cheating of any kind, will result in immediate and irrevocable failure of the entire course**. Criminal Justice is not a major or profession for cheaters and such behavior will not be tolerated at Angelina College.

Since this course is 100% online, it is permissible to use your books, notes, graded assignments, or other relevant resources to complete your work. Be aware however, that this course is designed in such a way that having such 'freedom' may not be the benefit that it seems. **You should NEVER copy and paste answers directly from any source that is not your own original creation....this is considered cheating and WILL RESULT IN YOUR FAILURE OF THE ENTIRE COURSE. This is your only WARNING regarding this serious matter.**

Rules Specific to Online Criminal Justice Courses:

Online courses are simply different when compared to traditional on campus classes. With any online class the student has much more individual responsibility for the learning of the material and completion of assigned work. Much independent reading, preparation, and study is required. For assignments in this course, students must be aware of due dates and times as to make sure all work is completed and submitted by the required due date and time. **Absolutely no late work will ever be accepted – regardless of the reason.** DO NOT wait until the last minute to begin, complete, and/or submit your work. Inevitably it seems something goes wrong and an excuse is born as to why I should accept late work. Hear me now...late work is not accepted. Period. Assignments are programmed into Blackboard to become available and to become unavailable according to the attached schedule. If an assignment is submitted as little as one (1) second after the due date and time has passed, it is late and will not be accepted. Period. Also, please be aware that Blackboard is managed by its own internal clock. When an assignment is due at 11:59 pm, this is 11:59 pm Blackboard time, not whatever time your personal computers, watches, or clocks have.

In addition to being on time, **all assignments and exams MUST be submitted to the instructor through Blackboard. NEVER EMAIL ASSIGNMENTS TO THE INSTRUCTOR OUTSIDE OF BLACKBOARD UNLESS**

TOLD TO DO SO. Please understand that if you attempt to email, mail, fax, or otherwise submit your assignments to me outside of Blackboard, the assignment WILL NOT BE ACKNOWLEDGED, ACCEPTED, READ, OR GRADED. The only thing you should do outside of the Blackboard system is to communicate with me directly if you have questions or concerns. The best and preferred method of contact is email (kfritze@angelina.edu).

VI. EVALUATION AND GRADING:

A. Grading Criteria:

1. Assignments and Tests:	Maximum Point Value and Weight:
a. Average of Chapter Assignments	100 points (1/3 of final course grade)
b. Mid-Term Exam	100 points (1/3 of final course grade)
c. Final Exam	100 points (1/3 of final course grade)

Chapter Assignments: Once weekly (except during exam weeks) a chapter assignment or combination chapter assignment will be due. Chapter Assignments will be composed of multiple choice, true/false, and/or matching questions that relate to the chapter or chapters being discussed. You will only be able to submit the assignment once, but are free to use books, notes, power points, etc. in your effort to complete the assignment successfully. These assignments are untimed and are available for a full week, but you should absolutely NOT wait until the last day or last few hours to begin and complete the assignment. I give you a full week so that you may complete work in this class without being rushed. If you wait until the end of the week to begin your work and run into problems that prevent its submission, I will remind you now that late work is not accepted.

Exams: There will be two exams this semester (each counting toward 1/3 of your final grade). Exams will consist of 10 short answer, essay, or discussion type questions. Questions will be drawn primarily from textbook readings and power point presentations. Additionally, you may be required to do some independent research about the world around you to answer questions. All student responses to the questions asked must be full, complete, and representative of college-level work to earn full credit.

There are several *exam rules* to be mindful of:

- If you skip, leave blank, or fail to answer **any** exam question you will be penalized with a forty-one (41) point deduction for each question skipped – regardless if the question skipped would normally be worth far less. It is better to answer a question wrong than to not provide an answer at all. If you skip a question, this means the highest possible grade you can earn on an exam will be 59 (which is failing). Questions are not placed on the exam by me to be skipped by you! All questions can be answered successfully with a small amount of effort on your part.
- Given this exam rule, it will be *possible* for you to earn negative points on an exam if you skip multiple questions. Main thing to remember: SIMPLY ANSWER ALL QUESTIONS.
- Given that this is a college-level class, written assignments must reflect college-level writing skills. If your submission features incomplete or run-on sentences, misspelled words, grammatical errors, lack of clear thought and organization or other sub-par problems, it will be reflected in your grade.

d. Some exam questions will seek your opinion about some given topic. It may at first appear to be very difficult to miss a question that seeks your opinion about something. However, I have discovered that it is not only possible, but actually quite easy to miss such questions. All of your written responses in this class should be full, complete, and directly related to the question being asked, otherwise it will be wrong.

2. Late Assignments or Missed Exams:

The word 'late' or 'missed' has NO MEANING in ANY Angelina College Criminal Justice course. The real world of criminal justice does not recognize these terms, therefore we will not recognize them in this or any other criminal justice class. Work is either done and submitted on time, or it is not. I am not interested in 'excuses' or 'reasons why' if work is not done on time. **Absolutely No Late Assignments Accepted or Graded. Period.**

B. Determination of Grade (assignment of letter grades)

The two exams given during the semester will count toward 1/3 of your final course grade each (2/3 total). The remaining 1/3 will come from the average of your weekly chapter assignment grades. Each of the three grading areas will be added together and divided by 3 to determine your overall final course grade based on the following scale:

Weekly Chapter Assignment Average + Mid-Term Exam Grade + Final Exam Grade = X

$X / 3 = \text{Final Course Average}$

Computation of Course Grade:

Final Course Average of 90-100:	A
Final Course Average of 80-89:	B
Final Course Average of 70-79:	C
Final Course Average of 60-69:	D
Final Course Average of 0-59:	F

Additional Information on Determination of Grade:

Your grade will be a strict interpretation of your earned exam / assignment scores. There will be NO extra credit opportunities available in ANY criminal justice course. Your grade will reflect what you earn; this then is a reflection of the work you put into class attendance, class participation, and studying.

VII. SYLLABUS MODIFICATION:

The instructor may modify the provisions of the syllabus to meet individual class needs by informing the class in advance as to the changes being made. These changes may take place at any time for any reason as determined by the instructor.

VIII. ANGELINA COLLEGE SCHOOL OF BUSINESS & TECHNOLOGY STUDENT INFORMATION:

As a student enrolled in a Technology & Workforce program, you will encounter certain risks while you are in a classroom, laboratory experience, or in a clinical or practicum setting. In the event that you sustain an injury and/or require any medical testing or care, all resulting medical expenses (hospital, ambulance, or physician fees), are your financial responsibility and not the responsibility of Angelina College or the clinical/practicum site.

IX. COURSE OUTLINE:

The page(s) at the end of this syllabus contains a schedule of topics, assignments, and exams to be covered during the semester. You will be notified of any calendar changes. Also, please be sure to log in to Blackboard regularly for additional information regarding this course – such as access to this syllabus and all in class power-point lectures that supplement each of the following topics.

All assignments related to this class **must** be completed in Blackboard. You can access Blackboard and/or find instructions for accessing Blackboard via the Angelina College website or by using the following link: <https://angelina.blackboard.com/>

YOU **MUST** USE **GOOGLE CHROME** AS YOUR INTERNET BROWSER TO ACCESS BLACKBOARD.

X. ONLINE CLASS ORIENTATION:

Please email the instructor at kfritze@angelina.edu **IF** you have any questions about how to get started in this course – otherwise there is no need to contact the instructor for orientation. You may find the online Blackboard Login Tutorial helpful for most issues. Once logged into the course, **please read and follow the syllabus.** If after following these steps you still have questions or issues, it will likely be necessary for you to schedule an appointment with the instructor for a one-on-one, in-person, online orientation.

XI. ASSIGNMENT SCHEDULE FOR CRIJ 1306 Online – Court Systems and Practices – Spring 2019:

<u>Date</u>	<u>Topic / Assignment</u>
Monday January 14	First Class Day; Syllabus, Power Points, Chapter 1 Assignment is posted
Thursday January 17	Chapter 1 Assignment is due by 11:59 pm Chapter 2 Assignment is posted one minute later
Wednesday January 23	Chapter 2 Assignment is due by 11:59 pm Chapter 3 Assignment is posted one minute later
Wednesday January 30	Chapter 3 Assignment is due by 11:59 pm Chapter 4 Assignment is posted one minute later

Wednesday February 6 Chapter 4 Assignment is due by 11:59 pm
Chapter 5 Assignment is posted one minute later

Wednesday February 13 Chapter 5 Assignment is due by 11:59 pm
Chapter 6 Assignment is posted one minute later

Wednesday February 20 Chapter 6 Assignment is due by 11:59 pm
Chapter 7 Assignment is posted one minute later

Wednesday February 27 Chapter 7 Assignment is due by 11:59 pm
Chapter 8 Assignment is posted one minute later

Wednesday March 6 Chapter 8 Assignment is due by 11:59 pm
Mid-Term Exam (Over Chapters 1-8) is posted one minute later

Monday March 11 – Friday March 15 **SPRING BREAK (Class Access Remains Open)**

Wednesday March 20 Mid-Term Exam is due by 11:59 pm
Chapter 9 Assignment is posted one minute later

Wednesday March 27 Chapter 9 Assignment is due by 11:59 pm
Chapter 10 Assignment is posted one minute later

Monday April 1 Last Day to Drop Course with a “W”

Wednesday April 3 Chapter 10 Assignment is due by 11:59 pm
Chapter 11 and 12 Combination Assignment is posted one minute later

Wednesday April 10 Chapter 11 and 12 Combination Assignment is due by 11:59 pm
Chapter 13 and 14 Combination Assignment is posted one minute later

Wednesday April 17 Chapter 13 and 14 Combination Assignment is due by 11:59 pm
Chapter 15 and 16 Combination Assignment is posted one minute later

Wednesday April 24 Chapter 15 and 16 Combination Assignment is due by 11:59 pm
Final Exam (Over Chapters 9-16) is posted one minute later

Wednesday May 1 Final Exam is due by 11:59 pm