

SYLLABUS
Fall 2012

Introduction to Administration of Justice (AJ1) Section 3006

Instructor: Kelly William Enos, M.S.

Class hours: Tuesday: 3:30pm to 6:40pm Inst 1002

Email: enoskw@yahoo.com Office: 818-364-7610

Office hours: Wednesday-Thursday 12pm to 3pm Instructional Bldg Faculty offices #21

AJ Program Website: www.lamission.edu/aj

COURSE DESCRIPTION:

This course presents an introductory look at the criminal justice system in the United States. It outlines the basic structure of the system, the historical roots and development, and the three main components of our system – law enforcement, courts and corrections.

Student Learning Outcomes: At the end of the course, students will be able to:

1). Compare and contrast the different sub-components of the criminal justice system: police, courts and corrections. (2). Analyze the origins and purposes of the criminal law. (3). Explain how the components of the criminal justice system work together, starting from investigation and arrest, pre-trial activities, adjudication, sentencing and corrections

TEXTBOOK: Bohm, Robert, *A Concise Introduction to Criminal Justice (One copy on reserve in Library)*

SUGGESTED READINGS:

Journals

F.B.I. Law Enforcement Bulletin: on-line and in library

Last date to add: September 7, 2012

Last date to drop with a "W": November 16, 2012

Attendance: Regular attendance is the only way to properly satisfy the course requirements. Students are expected to arrive for class on time. You are required to make up missing lectures/discussions/class notes by contacting another student in the class and getting his/her notes. More than 3 absences will result in a reduced grade and/or being dropped from the course.

Cell phones: Cell phones **WILL** be turned off during class hours. All types of electronic devices (e.g. cell phones, pagers, personal digital assistants, laptops) are prohibited in class without prior approval. You are subject to removal if any of the above is used in class.

Cheating: Plagiarism, unauthorized material during an examination, changing answers after work has been graded, taking an exam for another student, forging or altering attendance sheets or other documents. Any student caught cheating will be dealt with harshly. Refer to the University catalog.

Plagiarism: At Cal State L. A., plagiarism is defined as the act of using ideas, words, or work of another person or persons as if they were one's own, without giving proper credit to the original sources.

The following examples of plagiarism are intended to be representative, but not all-inclusive:

- Failing to give credit via proper citations for others' ideas and concepts, data and information, statements and phrases, and/or interpretations and conclusions
- Failing to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or a part thereof

· Paraphrasing the expressions of thought by others without appropriate quotation marks or attribution

· Assembling parts from various works and submitting the synthesis or single paper as one's own creation · Representing another's artistic/scholarly works, such as musical compositions, computer programs, photographs, paintings, drawings, sculptures, or similar works as one's own

GRADING

Mid Term	100pts
Research Paper	100pts
Final Exam	100pts
Class participation	50pts
Total	350pts
Extra credit	15pts

100-90= A 89-80=B 79-70=C 69-60=D 59 or Below=F

***Note: There is a total of 350 points possible for this class. In order to calculate your grade, add up the total points you receive and divide that by 350.** No make up exams will be given.

If you are a student with a disability and require classroom accommodations, please see me to discuss arrangements. The sooner I am aware that you are eligible for accommodations, the quicker I will be able to provide them. If you have not done so already, you may also wish to contact the DSP&S Office in Instruction Building 1018 (phone #818.364. 7732/TTD 818.364.7861) and bring a letter stating the accommodations that are needed.

Course Schedule

<u>Date</u>	<u>Topic</u>
8/28	Introduction to course
9/4	Overview of the CJ system
9/11	Explanations of Crime
9/18	The Crime Picture
9/25	History of Policing in America
10/2	Structure of Policing
10/9	Issues in Policing
10/16	Issues in Policing/Midterm exam review
10/23	Midterm exam (Chapters 1 thru 4)
10/30	Structure and Role of the Courts
11/6	Roles in the Court System
11/13	Pre-Trial and Trial Process (Paper due)
11/20	Sentencing, Structure and Purpose of Corrections/Prisons/Jails

11/27	Community Corrections
12/4	Life in prison/Prison gangs/final exam review
12/11	Final exam 5:30pm to 7:30pm

RESEARCH PAPER

Purpose:

To familiarize the student in researching areas of Criminal Justice. Familiarization of special topics in criminal Justice and communicate those topics in a well, thought out written paper.

Assignment:

Assignment: Pick only one of the below approved topics in Criminal Justice. You are to research the existing literature of the topic and describe the issue. For example, if you were writing about police use of force, you would define what force is and describe the different levels of force police use and the existing laws governing the use of force. No personal stories or opinions. This is a literature review paper. Read and summarize the issue you want to write about **in your own words**:

1. History of punishment
2. Police corruption
3. History of the U.S. Supreme Court
4. 3 Strikes law
5. Plea bargaining

Minimum Requirements: Papers shall be double spaced, 12 size font, and Arial or Times Roman style characters using Microsoft Word. Each paper is required to have a reference or bibliography citing your sources (at least three) in the proper APA style format. Sources of information can include books, articles, videos, Internet, in-person interviews etc. However, only one website source may be used in the entire bibliography. The campus library has numerous books and videos on criminal justice topics. Familiarize and remember the rules for citing someone else's work. APA rules apply. If you are not familiar with APA rules for writing papers, go to the library for assistance.

Papers shall be a minimum of 4 pages of text and no longer than 6 pages in length, not including your reference or bibliography page and cover page. Papers that do not meet at least the minimum requirements will not receive credit. Be very familiar with the rules on how to avoid plagiarizing someone else's work.

Paper is due on or before **11-13-2012**. **Late papers will not be accepted.** Grammar, spelling, paragraph structure, complexity of the topic chosen and content will all be considered for your grade.

Note: Although it is not required, I highly encourage everyone to submit a rough draft of his or her paper well in advance of the deadline. I will provide feedback and suggestions.