

LOS ANGELES MISSION COMMUNITY COLLEGE
AJ 1: INTRODUCTION TO THE ADMINISTRATION OF JUSTICE
(CRIMINAL JUSTICE SPRING SEMESTER)

COURSE SYLLABUS

INSTRUCTOR: Mr. Mitchell Loman, MSCJ, BA
(Sergeant, Los Angeles County Sheriff's Department)

OFFICE HOURS: By appointment only
(Adjunct Faculty Office)

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COURSE SCHEDULE: DATES: February 4th - June 3rd, 2013
LECTURE: Mondays (3:30 – 6:40)
LOCATION: CSB 201

COURSE TEXTBOOK:
This textbook is required for the class: A Concise Introduction to Criminal Justice, Bohm, 2008,
McGraw Hill Publishers

COURSE DESCRIPTION:
This course provides an introduction to the criminal justice system. The primary goal of this course is for students to gain a general understanding of the core elements of the criminal justice system, which consist of police, courts and corrections. Students will explore how these elements balance public safety and community interests with individual rights. They will examine the decision making process of the criminal justice system within the various elements and learn how these decisions affect both society and individuals. In addition, students will gain an understanding of how the criminal justice systems evolves and changes with current trends.

COURSE LEARNING GOALS:

- The student will know the definitions of key terminology associated with the criminal justice system.
- The student will learn how to identify the subject matters and goals of the three respective components within the criminal justice system.
- The student will be able identify the responsibilities of the three respective components within the criminal justice system.
- The student will learn research skills via use of the Internet.

STUDENT LEARNING OUTCOMES:

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

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

COURSE EXPECTATIONS:

- Be prepared for class. "Prepared" meaning the student has completed their assigned work on-time (or makes prior arrangements with the instructor during an emergency), and is able to contribute to the class by achieving the course goals.
- PARTICIPATE!!! I recognize this is stressed in many courses, but this course is designed to develop a sound platform to learn more about the criminal justice community. This is best achieved by the instructor facilitating open-discussions amongst all of the students regarding those topics.

INSTRUCTIONAL METHODS:

This is a lecture-based course, so we will rely upon both audible and visual learning theories. The text will be used during lecture hours, but the reading assignments occur outside of class hours. Also, supplemental materials may be distributed in class and/or posted upon the class website.

SPECIAL COURSE REQUIREMENTS:

Students must have access to a computer and the internet to be successful in class. Research papers will be submitted through the campus on line Moodle format.

Students must have access to school library or public library. It is recommended to activate student identification so that online library access is granted.

All documents should be submitted using Microsoft Word (DOC format) or RTF. If this is a problem let me know and we can make work something out. Word is the most common format and easy for me to download, grade and send back to you. PDF files require editing software and won't be accepted for online submission. The purchase Microsoft Office is not required.

PLAGIARISM:

Presenting any published information, words, ideas, or conclusions as one's own, will not be tolerated. Students who borrow information from ANY reference material must document their source. Students who present as their own the material written by others will be reported to the Dean and penalized. Students will not cite "Wikipedia, The Free Encyclopedia" as a reference. Cheating of any sort will not be tolerated. A grade must be earned, so do your own work.

METHODS AND STANDARDS OF EVALUATION:

Classroom participation, evaluation of material comprehension, and written and oral presentation.

GRADING:

Your course grade will be determined by the number of available points earned.

A = More than 90% B = 80-89% C = 70-79% D = 60-69% E = Less than 60%

Available Points:

RESEARCH PAPERS (4)	350
<u>CLASS PARTICIPATION</u>	<u>150</u>
TOTAL POINTS:	500

A = 450-500

B = 400-449

C = 350-399

D = 300-349

F = 299 and below

COURSE ASSIGNMENTS:

Your grade will be computed by your individual performance in completing these assignments:

(1) RESEARCH PAPERS (350 points):

Research Paper #1 (50 points): Find a current event reported in a news or magazine article. This article must relate to at least one element of the criminal justice system, police, courts, corrections. The student will summarize the issues in the article and critique the various aspects of how the issues apply to the criminal justice system. The student will conclude by stating one new learning objective about the criminal justice system that the student didn't know before. This paper must be 2 pages minimum, typed double spaced. All sources must be cited. **DUE BY END OF CLASS FEBRUARY 25TH.** See format document for detailed instructions.

Research Paper #2 (100 points): Chose a topic related to the law enforcement component of the criminal justice system and prepare a position paper researching the issues. I must approve the topic prior to conducting the research. The topics researched must relate to police, courts, or corrections. The student will identify the topic in the form of a question that the student will explore. For example: Should police agencies employ surveillance cameras in public places? Should police officers have the positive duty to use force when justified by the circumstances? Should law enforcement continue to strictly enforce narcotics laws? The paper must be 5 pages minimum, typed double-spaced. A minimum of 3 sources must be cited including one citation from an academic journal. **DUE BY END OF CLASS MARCH 25TH.** See format document for detailed instructions and example.

Research Paper #3 (100 points): Find a criminal court case and prepare a case summary. In law school and advanced CJ courses, you will be asked to brief cases on both criminal and administrative issues. There are thousands of cases to consult via the Internet and law books. Your job is to cite a criminal case of your choosing and prepare a summary. **DUE BY END OF CLASS APRIL 29TH.** See format document for detailed instructions and example.

Research Paper #4 (100 points): Chose an issue or procedure that has to do with our corrections component of the criminal justice system and prepare a position paper researching the issues. I

must approve the topic prior to conducting the research. The student will identify the topic in the form of a question that the student will explore. For example: Should condoms be handed out to prison inmates? Should we racially segregate inmates within the prison and jail systems? What privileges and rights should convicted prisoners have while incarcerated? The paper must be 5 pages minimum, typed double-spaced. A minimum of 3 sources must be cited including one citation from an academic journal. **DUE BY END OF CLASS JUNE 3RD. THIS COUNTS AS YOUR FINAL EXAM AND MUST BE TURNED IN DURING CLASS.** See format document for detailed instructions and example.

Note: I will be very liberal on letting you chose a topic, but I want diverse issues and not all the same topics. There are many interesting aspects of the CJ system to explore. I am always available to help point a student in a direction if needed.

Instructions, guidelines and examples of the research papers are provided on the class Moodle, <http://moodle.piercecollege.edu/>

(3) CLASS PARTICIPATION (150 points):

Each week we will cover material from the text to discuss. It is very important to participate in class discussions to achieve the learning goals. Learning and sharing each other's perspectives on the topics is a key element to being successful in the CJ community. Failure to participate in classroom learning activities will constitute a zero. Each week we will have a problem to discuss and resolve. We will do this task as a group and input from all students is essential to the solution. If you miss class you will not receive the participation points for the discussion or assignment. Failure to participate can negatively affect your grade.

(4) SUBJECTIVE (15 points):

Sometimes, students distinguish themselves by performing above the norm by clearly exceeding the course expectations. Examples include thorough, credible academic research and presentation skills, articulation beyond the anticipated level, and extensive levels of meaningful participation. The instructor reserves the ability to assign any amount of points within this range under these discretionary circumstances. These points can also be awarded for improved performance on papers as the term progresses. They will not be awarded as make up points for missing assignments.

LATE OR MISSING ASSIGNMENTS

I reserve the right to accept late papers on a "case-by-case" basis. As a rule, late papers will receive no more than ½ credit, if turned in no later than one week past the due date. Late papers up to one hour will receive an automatic 10 point deduction. Late papers up to two hours will receive an automatic 20 point deduction. Late papers up to one week past due will receive no more than ½ credit after being graded. Late papers over one week will constitute zero points for the assignment and will not be accepted. Students have the responsibility to turn their work in on time. There will be no extra credit or make-up assignments.

ATTENDANCE POLICY:

You will not receive a separate grade for attending class nor be specifically penalized for not attending class. However, experience suggests the successful student is one that rarely misses class and is both well-prepared for and interactive during class. There are no additional extra-credit assignments that will be offered for missing work or missed classes.

CELL PHONE POLICY

Please turn off your cell phones during class. Talking, texting and ring tones are highly disruptive to our entire learning environment.

STUDENT CODE OF CONDUCT:

As an enrolled student at Los Angeles Pierce Community College, you have agreed to abide by the LACC Student Code of Conduct.

REASONABLE ACCOMMODATION FOR DISABILITIES:

Students with disabilities, whether physical, learning, or psychological, who believe that they may need accommodations in this class, are encouraged to contact the office of Special Services as soon as possible to ensure that such accommodations are implemented in a timely fashion. Authorization, based on verification of disability, is required before any accommodation can be made. The phone number for Special Services is 818.719.6430 and they are located in the Student Services Building.

ADDITIONAL INFORMATION:

Criminal Justice is a very interesting discipline and it is inevitable that some may find the material presented, discussed, read, watched, etc., to be offensive. Most of the areas in the Criminal Justice field address the negative aspects of society. Some material can be unpleasant, uncomfortable and debated heavily as to what is the best solution. Please understand that no offense is intended, it is the nature of the subject. Also, understand this syllabus may vary due to unforeseen events.

Important dates

HOLIDAYS (College CLOSED)

Martin Luther King – January 21

President’s Day – February 15-18

Cesar Chavez Day – April 1

Spring Break – March 29-April 5

Memorial Day – May 27

ADD Dates - Late ADDs are not permitted

Deadline to add full term (16-week) classes (In Person)..... February 15
(Short Term Classes Have Different Deadlines-Check with Your Instructor)

DROP Dates (16-week classes)

Drop classes without receiving a “W” with refund (In Person)..... February 18*

Drop classes without receiving a “W” with refund (Internet)..... February 18*

Drop classes without incurring fees or with a refund

Drop classes with a “W” (Letter grade is required from this date forward)

In Person May 3

COURSE PLAN (Instructional Units):

WEEK #	START DATE	ACTIVITY
1	Feb 4 th	Introduction & Orientation LECTURE: What is Criminal Justice? READING: CHAPTER 1

2	Feb 11 th	Lecture: History of Justice CLASS WILL BE HELD IN THE MISSION LIBRARY Feb 25 th READING: CHAPTER 2
3	Feb 18 th	NO CLASS PRESIDENTS DAY
4	Feb 25 th	LECTURE: Law Enforcement in America DUE February 25 th : NEW ARTICLE CRITIQUE READING: CHAPTER 3
5	March 4 th	LECTURE: Law Enforcement Organization and Procedure READING: CONTINUE CHAPTER 3
6	March 11 th	LECTURE: Policing Policies READING: CHAPTER 4
7	March 18 th	LECTURE: Policing Issues and Challenges
8	March 25 th	LECTURE: The Court System in America POSITION PAPER DUE (LAW ENFORCEMENT) MARCH 25 TH
9	April 1 st	NO CLASS SPRING BREAK READING: CHAPTER 5
10	April 8 th	LECTURE: The Courtroom Work Group and Criminal Trial
11	April 15 th	LECTURE: Courtroom Hearings and Trials
12	April 22 nd	LECTURE: The Death Penalty READING CHAPTER 6:
13	April 29 th	LECTURE: Prison and Jails COURT CASE SUMMARY DUE APRIL 29 TH READING: CHAPTER 7
14	May 6 th	LECTURE: Prison Life READING: CHAPTER 8
15		LECTURE: Probation, Parole and Community Corrections READING: CHAPTER 9
16	May 20 th	LECTURE: Juvenile Justice READING CHAPTER: 10
17	May 27 th	NO CLASS MEMORIAL DAY
18	June 3 rd	POSITION PAPER DUE (CORRECTIONS) IN CLASS ;COUNTS AS FINAL EXAM JUNE 3 RD

