



**CRJU 1030  
COURSE SYLLABUS  
Online  
Fall Semester 201612**

**Semester:** 201612 Fall 2015  
**Course Title:** Corrections  
**Course Number:** CRJU 1030  
**Credit Hours/ Minutes:** 3 / 2250  
**Class Location:** GVTC/Angel  
**Class Meets:** Via Internet/ 15 weeks  
**CRN:** 20172

**Instructor:** Nolan Martin  
**Office Hours:** Monday-Thursday: 2:00-4:30pm  
**Office Location:** Building #2 Room 8152  
**Email Address:** [nmartin@southeasterntech.edu](mailto:nmartin@southeasterntech.edu)  
**Phone:** 478-289-2285  
**Fax Number:** 478-248-6649

**REQUIRED TEXT:** Corrections in the 21<sup>st</sup> Century, 7<sup>th</sup> Edition. Schmallegger & Smykia. McGraw Hill. ISBN: 978-0-07-814092-1.

**REQUIRED SUPPLIES & SOFTWARE:** Each student must have a black pen, pencil, highlighter, paper and a notebook. To access ANGEL, the browser should be IE 7.0 or higher or Mozilla Firefox 2.0 or higher.

**Note:** Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither ANGEL nor GVTC provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

**COURSE DESCRIPTION:** Provides an analysis of all phases of the American correctional system and practices, including its history, procedures, and objectives. Topics include: history and evolution of correctional facilities; legal and administrative problems; institutional facilities and procedures; probation, parole, and prerelease programs; alternative sentencing; rehabilitation; community involvement; and staffing.

**MAJOR COURSE COMPETENCIES/COURSE OUTLINE:**

1. History and Evolution of the American Correctional System
2. Probation, Parole, and Prerelease Programs
3. Institutional Facilities and Procedures
4. Rehabilitation and Restorative Justice
5. Staffing
6. Legal and Administrative Issues

**PREREQUISITE(S):** Program Admission

**GENERAL EDUCATION CORE COMPETENCIES:** STC has identified the following general education core competencies that graduates will attain:

- a. The ability to utilize standard written English.
- b. The ability to solve practical mathematical problems.
- c. The ability to read, analyze, and interpret information.

All students pursuing a degree, a diploma, or a Technical Certificate of Credit with a General Education component will be required to pass the General Education Competency Exams prior to graduation.

**STUDENT REQUIREMENTS:** Online courses require students to be academically engaged each week doing course related activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws or receives an F in a course. A student's last date of attendance can have a negative effect on his/her financial aid and academic progress.

Students are expected to complete all work required by the instructor, and to attend the required proctored campus exam.

Students will have at least one week to complete tests and assignments. All tests and assignments are due at 9am on Monday of each week. Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

Students are expected to complete tests and assignments by the due dates listed in the lesson plan. A ten point penalty will be assessed for each day an assignment is late. No assignment will be accepted if turned in 3 days past the due date. Students are responsible for policies and procedures included in the *STC Catalog*.

Students should read each chapter in preparation for the exams. At the end of each chapter there is a list of "Keys Terms." Students will be given vocabulary assignments each week over the key terms. The chapters covered on each week will be listed in the lesson plan. In addition, you will find chapter questions to answer at the end of each chapter. Please submit both vocabulary and chapter question assignments together as an email attachment in ANGEL. These "Questions for Review" listed at the end of each chapter and the vocabulary make a good study guide and review for students in preparation for the exams.

Students should put **CRJU 1030** in the subject line of all emails that are sent to the instructor. PLEASE INCLUDE THE CHAPTER NUMBER ON ALL HOMEWORK AND ASSIGNMENTS SUBMITTED.

Students will be required to answer discussion board questions that will be posted within Angel. The topics will be posted at least a week prior to the due date. The answers to the discussion questions should be detailed and thoroughly answer the topic. Also, students will be required to respond to at least one answer posted by their classmates. The responses should include why you do or do not agree with the student's response. It is ok to disagree with your classmate on his/her answer but the responding student should be professional in his/her response to their classmate. Be constructive in discussing these topics with your classmates.

**Students will receive a 10 point deduction for each day that the student's discussion post is turned in past the due date. The student will receive a one point deduction for each grammatical and spelling error in the student's discussion post. A 10 point deduction will be given to any student who only responds to their classmate with an answer of "yes/no" or "I agree/disagree."**

**Discussion posts that are not received within 3 days of the due date will receive a 0 on the discussion topic.**

Discussion Board Rubric			
# of discussion posts	# of discussion replies	Grade	Due Date, Grammar and Spelling Requirements
1	1	100	Students who post their initial discussion board response to the discussion board topic and respond to at least one answer posted by their classmate will be given a 100 on the assignment if the post is turned in by the due date and free of grammatical and spelling errors. The student will receive a 10 point deduction for each day that the student's discussion post is turned in past the due date. The student will receive a

			one point deduction for each grammatical and spelling error in the student's discussion post. A 10 point deduction will be given to any student who only responds to their classmate with an answer of "yes/no" or "I agree/disagree."
1	0	70	Any student that does not respond to at least one answer posted by their classmates will not receive a grade above 70 on the discussion post. The grade of 70 will be the highest grade that the student will be able to receive on the discussion post if the post is turned in by the due date and free of grammatical errors and spelling errors. The student will receive a 10 point deduction for each day that the student's discussion post is turned in past the due date. The student will receive a one point deduction for each grammatical and spelling error in the student's discussion post.
0	1	50	Students who only respond to a classmate's discussion post will not receive a grade above 50 on the discussion topic. The grade of 50 will be the highest grade that the student will be able to receive on the discussion response if the response is turned in by the due date and free of grammatical errors and spelling errors. The student will receive a 10 point deduction for each day that the student's discussion response is turned in past the due date. The student will receive a one point deduction for each grammatical and spelling error in the student's discussion response.
0	0	0	Students will receive a 0 on the discussion topic the student does not post an answer or response to a classmates discussion post.

The instructor may assign additional assignments and assign the points for those assignments as deemed appropriate.

There will be 3 exams, 1 proctored mid-term exam and a comprehensive exam given throughout the semester. There will be a lesson plan posted with the syllabus that details the chapters covered on each exam and the dates for the exam. It is the responsibility of the student to check the lesson plan and be prepared for the exam on the date specified. The exam will be given throughout a three (3) day period. Students will have 60 minutes to complete the exam. Once the student begins the exam, the student will be required to complete the exam before the student navigates away from the exam.

There will be a comprehensive exam for this course. The exam will be a 50 question (multiple choice/true false) exam covering all chapters that have been covered throughout the semester. The exam will be given on the dates listed on the lesson plan. The exam must be taken on the dates listed. There will be **NO** make-up comprehensive exam.

**REQUIRED PROCTORED EVENT:** In order to validate student identity for all online courses, students enrolled in online courses are required to complete one proctored event per online course. The proctored event may be a major exam, assignment, or presentation, etc. that will count a minimum of 20% of the

course grade. Online students will be required to take the Proctored Event on the instructor's home campus; the event will be monitored by the instructor or another STC employee. Students must attend the session as scheduled and will need to make arrangements with work, childcare, etc. The specific date of the proctored event is scheduled on the Lesson Plan/Calendar for the online course. Students living further than 75 miles from campus who cannot come to Southeastern Tech for the event must secure an approved proctoring site. The site and the proctor must meet Southeastern Technical College's requirements (instructor will provide more information and necessary forms if this is the case). Students arranging off-campus proctoring must take the event on the same day it is originally scheduled. Students who do not complete the proctored event as scheduled must submit a valid documented excuse within three business days after the scheduled event. If the excuse is approved, students must make arrangements with the instructor to makeup/reschedule the missed event. The penalty and makeup instructions will be at the instructor's discretion. Proctored events will be given between weeks 9 and 13 for Fall/Spring Semesters and weeks 6 and 8 Summer Semester. **Students who do not complete the proctored event will receive an F in the course.**

As published on STC's website, any expenses incurred to obtain a proctor will be the responsibility of the student; however, students are not charged a proctoring fee when taking the proctored exam on the campus of Southeastern Tech. Most of Georgia's technical colleges do not charge to proctor exams for students enrolled in other TCSG colleges. Students who are enrolled at Southeastern Technical College and live out of the state of Georgia or out of the country could incur a proctoring charge. However, in that instance, the instructor would assist the student in locating the least expensive proctor.

**The required proctored event for this class is a Final Exam covering all chapters. The required proctored Final Exam is scheduled on the Swainsboro Campus in Building #8, Room 8150 on Tuesday, December 8 or on the Vidalia Campus on Wednesday, December 9, from 2:00-4:30 p.m. If a student needs to schedule a time after 5:00 p.m., the student must contact the instructor to make special time arrangements.**

**ONLINE ATTENDANCE:** It is the student's responsibility to be academically engaged each week doing course related activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an F in a course. Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Students will have at least one week to complete tests and assignments. All tests and assignments are due at 9:00am on Wednesday of each week. Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

**SPECIAL NEEDS:** Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Jan Brantley, Room 1208 Swainsboro Campus, 478-289-2274, or Helen Thomas, Room 108 Vidalia Campus, 912-538-3126, to coordinate reasonable accommodations.

**SPECIFIC ABSENCES:** Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

**PREGNANCY:** Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special

consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with the Special Needs Office. Swainsboro Campus: Jan Brantley, Room 1208, (478) 289-2274 -- Vidalia Campus: Helen Thomas, Room 108, (912) 538-3126.

**WITHDRAWAL PROCEDURE:** Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

**Remember** - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

**MAKEUP GUIDELINES (Tests, quizzes, homework, projects, etc...):** Make-up exams will only be given when the student provides a legitimate excuse for missing the exam on the scheduled date. If the student does not make contact by email or phone with the instructor within 2 days of the scheduled exam date, then a grade of 0 will be given for the exam. Also, students who do not take the exam on the scheduled date will not be awarded any bonus or extra credit points that may be given by the instructor on the exam.

**ACADEMIC DISHONESTY POLICY:** The STC Academic Dishonesty Policy states All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the STC Catalog and Student Handbook.

#### **Procedure for Academic Misconduct**

The procedure for dealing with academic misconduct and dishonesty is as follows:

##### **--First Offense--**

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

##### **--Second Offense--**

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

##### **--Third Offense--**

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

**STATEMENT OF NON-DISCRIMINATION:** Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

**GRIEVANCE PROCEDURES:** Grievance procedures can be found in the Catalog and Handbook located on STC's website.

**ACCESS TO TECHNOLOGY:** Students can now access Angel, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the STC website at [www.southeasterntech.edu](http://www.southeasterntech.edu).

**GRADING POLICY**

25% Midterm(Proctored)  
 25% Final  
 20% Chapter Exams  
 20% Homework/Vocab. Quizzes  
 10% Weekly Discussion Topics

**GRADING SCALE**

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

**TCSG GUARANTEE/WARRANTY STATEMENT:**

*The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*

<b>LESSON PLAN</b> <b>CRJU 1030 – Corrections</b> <b>Fall Semester 201612</b>				
Date	Chapter Reading	Content	Assignments/Test Due Dates	*Course Competency Area **General Education Competency Area
Week of Aug 17 thru Aug 21	Chapter 1	Corrections: An Overview	First Day of Fall Semester • Aug 17	*1 **a,c
			Course Pledge • Aug 17 Student Introduction • Aug 18	*1 **a,c
Week of Aug 24 thru Aug 28	Chapter 2	Punishment: A Brief History	Chapter 1-2 Vocab-Chp Questions • Aug 27	*1,2 **a,c
			Discussion Question #1 • Aug 28	*1,2 **a,c
Week of Aug 31 thru Sept 4	Chapter 3	Sentencing: To Punish or to Reform?	Chapter 3 Vocab/Chap Questions • Sept 3	*1,2 **a,c

Labor Day Holiday Sep 7	Chapter 4	Diversion and Probation: How Most Offenders Are Punished	Chap 4 Vocab/Chap Questions and Discussion Question #2 • Sept 4	*1,2 **a,c
Week of Sept 8 thru Sept 11		Exam #1 – Chapters 1-4	Exam #1 • Sept 10	*2 **a,c
			Discussion Question #3 • Sept 11	*2 **a,c
Week of Sept 14 thru Sept 18	Chapter 5	Intermediate Sanctions: Between Probation and Incarceration	Chapter 5 Vocab/Chp Questions • Sept 17	*2,3 **a,c
			Discussion Question #4 • Sept 18	*2,3 **a,c
Week of Sept 21 thru Sept 25	Chapter 6	Jails: Way Stations Along the Justice Highway	Chapter 6 Vocab/Chp Questions • Sept 24	*3 **a,c
			Discussion Question #5 • Sept 25	*3 **a,c
Week of Sep.28 thru Oct 2	Chapter 7	Prisons Today: Change Stations or Warehouses?	Chapter 7-8 Vocab/Chap Questions • Oct 1	*3 **a,c
	Chapter 8	Parole: Early Release and Reentry		*2 **a,c
Week of Oct 5 thru Oct 9	Chapter 9	The Staff World: Managing the Prison Population	Chapter 9 Vocab/Chp Questions • Oct 8	*3,5,6 **a,c
			Discussion Question #6 • Oct 9	*2 **a,c
Available thru Oct 26	Ch 1-9	Mid-Term Exam Chapters 1-9	• Online Exam • Oct.12-26	*3,4 **a,c
			Discussion Question #7 • Oct 19	*3,5,6 **a,c
Week of Oct 12- 16	Ch 10	The Inmate World	Ch 10 Vocab – Chap Questions • Oct. 15	*3,4 **a,c
Week of Oct 19- 23	Chapter 11	The Legal World: Living Behind Bars	Discussion Question #8 Chap.11 Vocab.Ch Questions • Oct 23	*3,4 **a,c
Week of Oct 26 thru Nov 1		Exam #3 – Chapter 9-11	Exam #3 • Oct 30-Nov 1	*2,3,4,5,6 **a,c
Week of Nov 2 thru Nov 6	Chapter 12	Special Prison Populations: Prisoners Who Are Elderly, Mentally Challenged, and Who Have HIV/AIDS	Chapter 12 Vocab/Chap Questions • Nov 5 – Nov 6	*3 **a,c
			Discussion Question #9 • Nov 6	*3 **a,c
Week of Nov 9 thru Nov 13	Chapter 13	Prison Issues and Concerns: Overcrowding, Security, Accreditation, Privatization, and Technology	Chapter 13-14 Vocab/Chap Questions • Nov 12 – Nov 13	*3,5,6 **a,c
	Chapter 14	The Victim: Helping Those in Need		*2,4 **a,c
Week of Nov 16			Discussion Question #10	*2,4

thru Nov 20			<ul style="list-style-type: none"> <li>Nov 20</li> </ul>	**a,c
Week of Nov 23 thru Nov 24	Chapter 15	Death: The Ultimate Sanction	Ch 15 Vocab/Chp Questions <ul style="list-style-type: none"> <li>Nov.24</li> </ul>	*4 **a,c
Week of Nov 30- Dec 4	Chapter 16	Juvenile Corrections: End of an Era?	Ch 16 Vocab/Chp Questions <ul style="list-style-type: none"> <li>Dec 3</li> </ul>	*1 **a,c
		Exam #4 – Chapters 12-16	Exam #4 <ul style="list-style-type: none"> <li>Nov 26 – Dec 5</li> </ul>	*1,2,3,4,5,6 **a,c
	Final Review	Final Review	<ul style="list-style-type: none"> <li>Dec 4</li> </ul>	
<b>Proctored Event</b>	FINALS	<b>FINAL EXAM: Chapters 1-16</b>	<b>Final Exam: Chapters 1-16</b> <ul style="list-style-type: none"> <li><b>December 8 &amp; 9</b></li> </ul>	*1,2,3,4,5,6 **a,c

**\*MAJOR COURSE COMPETENCIES:**

1. History and Evolution of the American Correctional System
2. Probation, Parole, and Prerelease Programs
3. Institutional Facilities and Procedures
4. Rehabilitation and Restorative Justice
5. Staffing
6. Legal and Administrative Issues

**\*\*GENERAL EDUCATION CORE COMPETENCIES:**

- a. The ability to utilize standard written English.
- b. The ability to solve practical mathematical problems.
- c. The ability to read, analyze, and interpret information.

- **If you have any questions about this lesson plan or the assignments, please let me know.**