



TENTATIVE—SUBJECT TO CHANGE

CRJU 1010 Introduction to Criminal Justice (Metter High School) COURSE SYLLABUS Fall Semester 2023 (202412) On Campus Course With 50% or Less of Instruction Online

COURSE INFORMATION

Credit Hours/Minutes: 3/2250

Campus/Class Location: Metter High School (TBA)

Class Meets: 10:05 a.m.-11:35 p.m., Tuesday (40% Online / 60% F2F)

Course Reference Number (CRN): 20230

Preferred Method of Contact: Email

INSTRUCTOR CONTACT INFORMATION

Instructor Name: [Abraham George \(ageorge@southeasterntech.edu\)](mailto:ageorge@southeasterntech.edu)

Campus/Office Location: Swainsboro Campus/Room #2159, Building 2

Office Hours: Mondays 11:00 a.m. – 5:00 p.m., Wednesdays 1:00 p.m. – 5:00 p.m., or by appointment.

Phone: 478-289-2285

Fax Number: 478-289-2276

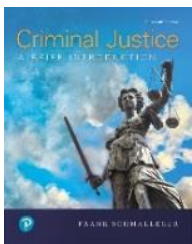
This course requires students to complete a portion of the required contact hours by attending classes on campus while completing the remaining portion online, as shown on the Lesson Plan.

SOUTHEASTERN TECHNICAL COLLEGE (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Handbook \(http://www.southeasterntech.edu/student-affairs/catalog-handbook.php\)](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php).

REQUIRED TEXT

This course uses the paperback (loose-leaf) textbook listed below.



CRIMINAL JUSTICE: A BRIEF INTRODUCTION, 13TH EDITION, SCHMALLEGER, ISBN# 978-0-13-520898-4

REQUIRED SUPPLIES & SOFTWARE

Supplies include pencils, pens, paper, highlighter, and notebooks/three ring binder.

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 Blackboard nor Georgia Virtual Technical Connection (GVTC) provides 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.

Students should not share login credentials with others and should change passwords periodically to maintain security.

COURSE DESCRIPTION

Introduces the development and organization of the criminal justice system in the United States.

MAJOR COURSE COMPETENCIES

American Criminal Justice System, Constitutional Limitations, Organization of Enforcement, Organization of Adjudication, Organization of Corrections, Career Opportunities & Requirements

PREREQUISITE(S)

Program Admission

COURSE OUTLINE

- (1) American Criminal Justice System
- (2) Constitutional Limitations
- (3) Organization of Enforcement
- (4) Organization of Adjudication
- (5) Organization of Corrections
- (6) Career Opportunities & Requirements

GENERAL EDUCATION CORE COMPETENCIES

Southeastern Technical College has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS

- Class attendance is a very important aspect of a student's success in this course. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is expected.
- Students are expected to complete all work required by the instructor by their respective due date. Exceptions to the due dates for assignments because of jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor. Students are responsible for finding out what has been missed or what is required of them during their absence. The lesson plan section of the syllabus outlines assignment due dates.
- Midterm and final tests must be completed on the assigned date. Failure to do so will result in a grade of zero unless prior arrangements have been made with the instructor.
- Homework assignments are due by the assigned date. Homework assignments will not be accepted past the due date and a grade of zero will be posted.
- Chapter quizzes must be completed by the assigned date. Chapter quizzes will not be accepted past the due date, and a grade of zero will be posted.

- Students are required to complete other assignments such as You Decide and/or Video Cases. These assignments will not be accepted past the due date, and a grade of zero will be posted.

ATTENDANCE

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

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. 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 WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: [Emily Jarrell \(ejarrell@southeasterntech.edu\)](mailto:ejarrell@southeasterntech.edu), 478-289-2259, Building 1, Room 1210.

Vidalia Campus: [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165.

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 make arrangements with the appropriate campus coordinator.

Swainsboro Campus: [Emily Jarrell \(ejarrell@southeasterntech.edu\)](mailto:ejarrell@southeasterntech.edu), 478-289-2259, Building 1, Room 1210.

Vidalia Campus: [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165.

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery **MAY NOT** be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (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" (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Important – Student-initiated withdrawals are not allowed after the 65% point. After the 65% point of the term in which the student is enrolled, the student has earned the right to a letter grade and will receive a grade for the course. Please note: Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" (Failing 0-59) being assigned.

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

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. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

WORK ETHICS

The Technical College System of Georgia instructs and evaluates students on work ethics in all programs of study. Ten work ethics traits have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork. Students will be required to take a work ethics exam as marked in the lesson plan. A grade of 70 or better is required to complete the work ethics requirements for this class.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC.)

There is no make up for missed midterm and final tests, chapter exams, homework assignments, and Cengage Unlimited MindTap assignments. (See the Student Requirements section above for more information.)

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states that 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 Southeastern Technical College Catalog and Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

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

1. 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.

2. Second Offense

Student is given a grade of "WF" (Withdrawn Failing) 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.

3. 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 third 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

The Technical College System of Georgia (TCSG) and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 165 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	Melanie Walker, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Melanie Walker mwalker@southeasterntech.edu

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College \(STC\) Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (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.

GRADING POLICY

Assessment/Assignment	Percentage
Chapter Quizzes	25%
Homework/Vocabulary Assignments	25%
Work Ethics Assessment	5%
Midterm Test	25%
Final Test	20%

GRADING SCALE

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

CRJU 1010 INTRODUCTION TO CRIMINAL JUSTICE

FALL SEMESTER 2024 (202412) LESSON PLAN

Week/Date	Chapter	Content, Assignments, & Tests Due Dates	Competency Area
Week 1 August 21-27	Chapter 1	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Read the course syllabus • Read contents in the “Getting Started” link (Academic Integrity, Attendance Procedure, Online Orientation, Procedure Concerning Academic Dishonesty) • Lecture Chapter 1 – What is Criminal Justice? <p>ONLINE: due no later than Wednesday, August 23, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete Pledge Acknowledgment Quiz located in “Getting Started” link • Post a Student Introduction of yourself in “Getting Started” link • Complete Blackboard Orientation Quiz in “Blackboard Orientation” link <p>Assignments: Due no later than Monday, August 28, 11:59 p.m.</p> <ul style="list-style-type: none"> • Read Chapter 1 – What is Criminal Justice? • View PowerPoint slides for Chapter 1 • Complete & post Chapter 1 homework in the drop box • Take Chapter 1 Quiz 	1, 2 a, c
Week 2 August 28- September 4	Chapter 2	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Lecture Chapter 2 – The Crime Picture (<i>page 22 through top of page 46</i>) <p>ONLINE: due no later than Monday September 4, 11:59 p.m.</p> <ul style="list-style-type: none"> • Read Chapter 2 – The Crime Picture (<i>page 22 through top of page 46</i>) • View PowerPoint slides for Chapter 2 • Go to the Uniform Crime Report & the National Crime Victimization Survey websites to view the most current crime data in the United States as indicated by these reports. (Links are located below.) 	1, 6 a, b, c

Week/Date	Chapter	Content, Assignments, & Tests Due Dates	Competency Area
Week 3 Monday September 4-10	Chapter 2 (Continued)	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Lecture Chapter 2 (continued) – The Crime Picture (<i>page 46 through the end of the chapter</i>) <p>ONLINE: due no later than Monday September 11, 11:59 p.m.</p> <ul style="list-style-type: none"> • Read Chapter 2 (continued) – The Crime Picture (<i>page 46 through the end of the chapter</i>) • View PowerPoint slides for Chapter 2 • Read the <i>Job Opportunities in the Criminal Justice Field</i> link. Provides students with information on hiring criteria for certain jobs in the criminal justice field. (located under the “Course Work/Lessons” link) • Complete & post Chapter 2 homework in the drop box • Take Chapter 2 Quiz 	1,2 a, c
Week 4 September 11-17	Chapter 3	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Lecture Chapter 3 – Criminal Law (<i>page 61 through the top of page 76</i>) <p>ONLINE: Assignments: Due no later than Monday, September 18, 11:59 p.m.</p> <ul style="list-style-type: none"> • Read Chapter 3 – Criminal Law (<i>page 61 through the top of page 76</i>) • View PowerPoint slides for Chapter 3 	3 a, c
Week 5 September 18-24	Chapter 3 Continued	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Lecture Chapter 3 (continued) – Criminal Law (<i>page 76 through the end of the chapter</i>) • View PowerPoint slides for Chapter 3 <p>ONLINE: due no later than Monday, September 25, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete & post Chapter 3 homework in the drop box • Take Chapter 3 Quiz 	3 a, c

Week/Date	Chapter	Content, Assignments, & Tests Due Dates	Competency Area
Week 6 September 25- October 1	Chapter 4	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Lecture Chapter 4 – Policing Purpose and Organization (<i>pages 90-108</i>) • Read the 10 Work Ethics Topics to get prepared to complete the Work Ethics Assessment • View PowerPoint slides for Chapter 4 • Go to the Georgia Bureau of Investigation, Georgia State Patrol, Federal Bureau of Investigation, Integrated Automated Fingerprint Identification System, and the Combined DNA Identification System websites to view information that corresponds with Chapter 4 (links are below). <p>ONLINE: due no later than Monday, October 2, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete & Post the Work Ethics Assessment in the drop box 	3 a, c
Week 7 October 2-8	Chapter 4 Continued	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Lecture Chapter 4 (continued) – Policing Purpose and Organization (<i>page109 through the end of the chapter</i>) • View PowerPoint slides for Chapter 4 <p>ONLINE: due no later than Monday, October 9, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete & post Ch. 4 homework in the drop box • Take Chapter 4 Quiz 	3, 4 a, c
Week 8 October 9-15	Midterm Test	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Review for the Midterm Test over Chapters 1, 2, 3, 4. Test to be taken online and will be posted below during the available dates. <p>ONLINE: Midterm Test can be taken anytime between Tuesday, October 10, 2023 to , October 16, 2023 11:59 p.m. Midterm Test is due no later than Monday, October 16, 2023, 11:59 p.m.</p>	1,2,3,4,6 a, c

Week/Date	Chapter	Content, Assignments, & Tests Due Dates	Competency Area
Week 9 October 16-22	Chapter 7	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Lecture Chapter 7 – The Courts (<i>pages 212-222</i>) • View PowerPoint slides for Chapter 7 • Go to the website links provided under week 9 assignments to view the various state and federal courts <p>ONLINE: Assignments: Due no later than Monday, October 23, 11:59 p.m.</p> <ul style="list-style-type: none"> • Review Chapter 7 PowerPoint slides and all Chapter 7 content 	1,2,3,4,6 a, c
Week 10 October 23-29	Chapter 7 Continued	<p>In Class:</p> <ul style="list-style-type: none"> • Lecture Chapter 7 – The Courts (<i>pages 223 through the end of the chapter</i>) • View PowerPoint slides for Chapter 7 <p>ONLINE: Assignments: Due no later than Monday, October 30, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete & post Chapter 7 homework in the drop box • Take Chapter 7 Quiz 	1,2,3,4,6 a, c
Week 11 October 30- November 5	Chapter 8	<p>To Class:</p> <ul style="list-style-type: none"> • Lecture Chapter 8 – The Courtroom Work Group and the Criminal Trial (<i>page 236 through top of page 253</i>) • View PowerPoint slides for Chapter 8 <p>ONLINE: Assignments: Due no later than Monday, November 6, 11:59 p.m.</p> <ul style="list-style-type: none"> • Review Chapter 8 PowerPoint slides and all Chapter 8 content 	2,4 a, c

Week/Date	Chapter	Content, Assignments, & Tests Due Dates	Competency Area
Week 12 November 6-12	Chapter 8 Continued	<p>In Class:</p> <ul style="list-style-type: none"> • Lecture Chapter 8 (continued) – The Courtroom Work Group and the Criminal Trial (<i>page 253 through the end of the chapter</i>) • View PowerPoint slides for Chapter 8 <p>ONLINE: Assignments: Due no later than Monday, November 13, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete & post Chapter 8 homework in the drop box • Take Chapter 8 Quiz 	2,4 a, c
Week 13 November 13-19	Chapter 9 and Chapter 10	<p>In Class:</p> <ul style="list-style-type: none"> • Read Chapter 9 – Sentencing (<i>only pages 270 through 288</i>) • Read Chapter 10 – Probation, Parole, & Community Corrections (<i>only pages 315 through top of page 329</i>) • View PowerPoint slides for Chapter 9 • View PowerPoint slides for Chapter 10 <p>ONLINE: Assignments: Due no later than Monday, November 27, 11:59 p.m. Extended due to TCHS Thanksgiving Holiday Break.</p> <ul style="list-style-type: none"> • Complete & post Chapter 9 & 10 homework in the drop box • Take Chapter 9 & 10 Quiz 	4,5 a, b, c
Thanksgiving Holidays November 20-26	NONE	No classes due to Thanksgiving Holiday Break	
Week 14 November 27- December 3	Chapter 11	<p>In Class:</p> <ul style="list-style-type: none"> • Lecture Chapter 11 – Prisons and Jail • View PowerPoint slides for Chapter 11 <p>ONLINE: Assignment: Due no later than Monday, December 4, 11:59 p.m.</p> <ul style="list-style-type: none"> • Take Chapter 11 Quiz 	5 a, c
Week 15 December 4	Final Test In Class	<p>In Class:</p> <ul style="list-style-type: none"> • Take the Final Test over Chapters 7, 8, 9, 10, 11 in class and in person at Metter High School. • THERE WILL BE NO-MAKE UP FINAL EXAMS GIVEN. 	2,4,5 a, c

COMPETENCY AREAS:

1. American Criminal Justice System
2. Constitutional Limitations
3. Organization of Enforcement
4. Organization of Adjudication
5. Organization of Corrections
6. Career Opportunities & Requirements

GENERAL CORE EDUCATIONAL 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.

CRJU 1010 - WORK ETHICS ASSESSMENT GRADING RUBRIC

	Achievement Level 1 (1 pt. ea.)	Achievement Level 2 (2 pts. ea.)	Achievement Level 3 (3 pts. ea.)	Achievement Level 4 (4 pts. ea.)	Achievement Level 5 (5 pts. ea.)
Sentence Length and Knowledge	Student's answer is less than 20 words in length and demonstrates poor knowledge of the work ethic topic addressed in the scenario.	Student's answer is 20-29 words in length and demonstrates limited knowledge of the work ethic topic addressed in each scenario.	Student's answer is 30-39 words in length and demonstrates satisfactory knowledge of the work ethic topic addressed in each scenario.	Student's answer is 40-49 words in length and demonstrates proficient knowledge of the work ethic topic addressed in each scenario.	Student's answer is 50-75 words in length and demonstrates exceptional knowledge of the work ethic topic addressed in each scenario.
Spelling/Grammar and Sentence Structure	Student has 5 or more errors in spelling, punctuation, and grammar.	Student has no more than 4 errors in spelling, punctuation, and grammar.	Student has no more than 3 errors in spelling, punctuation, and grammar.	Student has no more than 2 errors in spelling, punctuation, and grammar.	Student has no more than 1 error in spelling, punctuation, and grammar.

- If a work ethic topic(s) is not answered, the student will receive 0 points.

The Technical College System of Georgia instructs and evaluates students on work ethics in all programs of study. Ten work ethics traits have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork. CRJU 1010 has been selected as the course in the Criminal Justice Technology program that provides instruction and testing on the ten traits listed above. The assessment consists of ten work ethic topic scenarios related to an ethical dilemma, situation, or issue one might face as an officer at the work place. You must make a score of 70 or above in order to successfully pass the work ethics assessment and receive a work ethics seal on your diploma/degree/certificate. Remember, work ethics assessment will count 5 percent of your overall grade in this course.