Course Syllabus:  CJS 301.001 – Law Enforcement

This is the course syllabus and it contains important information. Be sure to read the entire syllabus and contact me if you have difficulty understanding what is required for the successful completion of this course. This syllabus, and any accompanying documentation, contains specific information that you will be responsible for. These documents should be read in their entirety and maintained for reference.

Instructor

Chris Rivers
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Office Phone: 936-468-2607
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Office Hours

By appointment only

Dates to Remember

Specific dates of holidays and school closing can be found at www.sfasu.edu. Each person is encouraged to frequent this page to familiarize themselves with the dates, such as Thanksgiving and Labor Day Holidays.

Course Protection and Intellectual Property

My personal work contained in this syllabus and all handouts and assignments created by me are my intellectual property and are protected by law. You do not have authorization to duplicate any part of the work without my written permission.

Course Related E-mail Guidelines

All e-mails to me concerning class issues should include your name and course number reference (CJS-301).

All e-mails made to you concerning class issues will be directed to your SFASU e-mail address. You are individually responsible for checking your assigned SFASU e-mail in-box for messages. Likewise, your e-mails should be made to me through the SFASU e-mail system. Using other e-mail systems often results in a corruption of the e-mail text.

Any attachments to e-mails must be in the form of HTML, HTM, or Word Document formats.

You are responsible for reading all announcements, course documents and e-mails relating to this course.

Classroom Meeting Schedule and Location

This class meets on Monday and Wednesday from 1pm until 2:15pm., in the T.E. Ferguson Liberal Arts Building, Room 471.

Text required for Course

You are required to have access to and read An Introduction to Policing in America, 5th edition, by Dempsey and Forst. This book is available through a wide variety of sources, including web vendors.
School of Honors Academic Credit Available

This course is eligible for designation as an honors course for individual students wishing to participate in that option. If you are interested in pursuing honors credit for this course, you should contact me as within the first week of class so that arrangements may be made and approved by the Honors Program Director. Designation of this course for honors credit will require modified coursework on individual assignments.

Desired Competency:

You will be able to define the role of police in our society, explain the importance of having good law enforcement practices applied in police interaction with the public, and define those good practices.

Course Objectives

You will have the opportunity to become knowledgeable in:

- The historical development of law enforcement in general.
- The historical development of law enforcement in the United States.
- The structure and process of Law enforcement in the United States.
- The theory of policing as a social activity.
- Contemporary perspectives of law enforcement.

Special Accommodations and Students with Disabilities

My intention is to accommodate all students with special needs when I can do so without compromising the integrity of the classroom and/or disrupting the learning process. If you feel you have need of a special accommodation, whether or not it is the result of an officially recognized and covered disability, please discuss this with me. I will endeavor to work with you to accomplish a fair resolution.

In addition, individuals with disabilities officially identified in the policies of the University may contact Disability Services and request special accommodations.

In previous courses I have recognized indications of certain learning, communication, or reading disabilities, where the student has been unaware of the opportunity to take advantage of special accommodations available to them. In such cases I will address the observation with you in private and confidentially. My recommendation to you to seek assistance is only a suggestion and not a course requirement.

I have encountered students who feel ill at ease in accepting special accommodations. The acceptance of an accommodation legitimately available to you is neither a sign of weakness nor a statement of worth. Please view these opportunities as being equivalent to my using a step ladder to change a ceiling mounted light-bulb. An accommodation is a tool available to assist you in doing your best, not an excuse for a lower standard of performance.

Student Responsibility

You retain the responsibility to follow the guidelines of the course syllabus; comply with university regulations; read all assigned material and postings specific to this course; comply with due dates, submission guidelines, and my directions.

You are an adult and retain the responsibility of regulating your behavior in a manner that will be conducive to learning and attaining a passing grade for the course. You are expected to comply with the following general rules of civility:

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- You are expected to attend class regularly, reporting on-time and prepared for discussion of the assigned material.
- Cell-phone audible and vibrating alerts are to be turned off during class time, text-messaging and game playing during class are unacceptable and such behavior will result in your being asked to leave the classroom.
- When others are speaking, you are expected to listen and be respectful of the person’s right to have an opinion contrary to your own.

You are to participate in class discussions and group exercises, and while you are free to express your personal views, you must also respect the views of others. I maintain the right to censor any discussion that is becoming disruptive to the learning process.

You retain the responsibility to make notification of special needs and/or circumstances to the University, Department Chair, and to me.

Because you are an adult, it is inappropriate to have your parents calling on your behalf requesting special consideration, complaining about work load, or about course content. I will not discuss your class business with your parents or guardians.

The course syllabus is not a menu and you do not have the option of choosing what items to complete and tasks to perform. Failure to submit required material, with the exception of quizzes, will result in an incomplete being assigned.

In graduate studies attendance is an essential part of obtaining the desired outcome. Excuses are not required. Failure to attend class sessions will result in significant reductions in your final grade.

Tardiness is unacceptable – while it is understandable that someone may be caught in a bad situation, this should be an extreme rarity, not a regular occurrence. If you arrive late for class, please enter quietly, sit in the rearmost available seat, and create as little disruption as possible. If you have specific concerns about tardiness (meaning extenuating circumstances you wish me to consider), please contact me during my office hours. If you develop a practice of tardiness, I will seek an appointment with you to discuss the issue and you may be asked to consider dropping the course.

You are participating in a course designed to prepare you for a career as a public servant. The U.S. Supreme Court has repeatedly upheld higher standards for those involved in public service, particularly those professions related to criminal justice. You are expected to read carefully and to fully comply with the academic honesty policy contained in this syllabus.

There is a departmental policy that requires the course syllabus to provide strictly enforced guidelines for missed examinations. Be sure to read the policy contained in the missed examinations section, and please do not ask me to deviate from the policy.

**Assessment Methods**

There are a total of 100 quality points (QP) available in this class. The course breakdown of the final grade is made in the following manner:

- Exam 1 = 20 QP
- Exam 2 = 20 QP
- Group Ethics Case Study = 10 QP
- Final Examination = 30 QP
- Attendance & Participation = 20 QP
The course grade will be based as follows:

90 QP and above = A
80 QP to 89 QP = B
70 QP to 79 QP = C
60 QP to 69 QP = D
Below 60 QP = F

Final grades within .5 QP or more of the next higher letter grade will be awarded the higher letter, as an example: 89.5 QP will receive an “A”, while 89.4 QP will receive a “B”.

Examinations

There are three (3) formal examinations for this course, Exam 1, Exam 2, and the Final Exam.

Exam 1 will cover material contained in Chapters One through Five of the textbook, class lectures and presentations.

Exam 2 will cover material contained in Chapters Six through Ten of the textbook, class lectures, and presentations.

The final examination will cover material contained in Eleven through Fifteen of the textbook, class lectures, and presentations. This examination will also be comprehensive containing areas of law enforcement culture and ethics. This means your score will be heavily impacted by the amount of time you spend preparing yourself. You will have all of the specific information you need to do well on the examination.

Missed Examinations

Students are not required to provide excuses for missing a scheduled examination in order to take a make-up examination. All make-up examination will be given during the week before final exams. Those students taking the exam as scheduled will have a free class day. Students needing to complete a make-up exam will report to the classroom and complete the exam during the scheduled class period. The make-up exam will primarily consist of essay questions. Arrangements must be made in advance in order to take the missed exam.

Chapter Quizzes

Chapter quizzes are designed to facilitate class discussions, reinforce reading requirements and will be relevant to the examinations. Students should read the chapter thoroughly before the chapter responsibility date. Chapter quizzes are for your benefit. Therefore there is no class credit offered for completing a quiz.

Group Ethics Case Study Paper

You will be assigned to a small-group and choose a case study to write about. The paper is to include the material related to the case and how the information connects to leadership and ethics. You should also share any personal observations relating to the material. You are encouraged to work completely as a group as all members will share the grade. The length of the paper should be at least five (5) pages in length, but long enough to completely cover the information associated to the topic. The paper shall be double spaced using Times New Roman 12 point font. Each paper shall have a cover sheet that identifies all group members and have a title for the case study that you are presenting (i.e. Police Corruption in ABC City) and a reference page giving credit where credit is due for resources sited. Cover pages and reference pages are not included in the five (5) page minimum. Failure to present a completed paper will result in a forfeiture of the QP for this portion of your final grade.
Papers will be graded on preparation, professionalism, and the value of the information provided. Points will be deducted for sloppy work, poor composition, unprofessional technique, inadequate information, failing to connect the material to the conceptual view of good ethics practices, and for not following direction.

Your paper should address the following information:

**Background**
- What is the primary problem/issue?
- Are there secondary problems/issues?
- Who are the main actors?
- Who are the stakeholders?

**Analysis**
- Identify the sources or causes of the problem. Are there formal/legal/political constraints?
- Identify important characteristics of the actors that provide insight into the decision-making process.

**Course of Action**
- Consider precedents or models to guide the decision.
- Provide possible courses of action and develop criteria to rank them.
- Select a recommended course of action and provide a justification for your decision.

**Group Quality of Presentation Matrix**
Your group will be evaluated according to the following matrix:
- Identified the main issue(s)
- Identified main actors within the case study and other relevant stakeholders
- Identified characteristics of the actors (and/or agency) that provide insight into the decision-making process
- Identified the cause(s) of the problem under consideration
- Addressed key questions preceding the case study
- Provided a recommended course of action when applicable
- Provided knowledgeable responses to questions from the instructor and/or students
- Paper was well organized
- Evidence of collaboration as a team

**Individual Assessment**
As an individual, you will be evaluated using the following information collected from your peer group members:
- Do you believe that your team-mate(s) contributed equally in the preparation of the paper?
- Provide an estimate of the effort you contributed toward the assignment in comparison to your team-mate(s).
  For example, if you and your team-mate contributed equally then you would indicate you contributed 50% and
  your team-mate contributed 50%.
- Do you believe that you and your team-mate should receive the same grade? Why or why not? (Refer back to
  #2).
- You will provide an Individual Assessment Sheet that will need to be completed and attached to the end of the
  paper. This sheet should detail the above questions for each group member. Did each person pull their on
  weight?

**Attendance & Participation**
General class attendance and participation in this course will account for 20 QP of your final grade. Your individual
score will be arrived at by determining the percentage of your attendance and multiplying it by the allocated QP.
Examination days do not count toward attendance. Failure to be prepared to and engage in discussions will be
counted against the attendance award for the relative class session. Should you arrive in class after the door has
been closed, you will be ineligible for the QP for that session. However, you should come in quietly and participate
in preparation for the examination.

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Please note that failure to attend class sessions can result in a significant negative impact of your final grade. Poor attendance could result in your receiving a failing grade for the course.

Participation is also a major factor to this grade. Merely coming to class and not participating in the class discussions will not allow for full credit in the overall Attendance and Participation grade. Each person is expected to participate in class discussions.

**Policy on Cheating - A strong word of caution!**

Do not plagiarize the work of another person in any of the assignments in this course. Changing a few words here and there; copying large sections of another’s work and citing the author as a source; and rearranging the paragraph and/or sentence structure, are all examples of plagiarism. In addition, “borrowing” another student’s work, with or without their knowledge and/or consent is plagiarism. Students have a responsibility to safeguard their work to prevent others from plagiarizing their material. A student willingly providing an opportunity to another will be treated in the same manner as that of the plagiarist. If plagiarism is detected and confirmed, your will receive an “F” for this course and you will be subject to all other available forms of action.

The following policy statement is offered for your consideration: In this course, as in all courses, you will have ample opportunities to find ways to avoid doing the work yourself and relying on the efforts of others. This becomes the ultimate test for you – are you here to learn, or just to obtain a grade? Are you here to prepare to contribute positively to the profession of criminal justice, or to be yet another detraction of the respect earned by hard working professional men and women. Where evidence of academic dishonesty, as defined in the Academic Integrity Section, Reference A-9.1, of the SFASU Policy and Procedures Manual, is evidenced, appropriate action will be taken in accordance with the policy.

The following is reprinted directly from the SFASU Policy and Procedures Manual, A-9.1:

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.