Spring 2019 Course Syllabus: CJS-405.001 – Professional Standards in CJ

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 the accompanying course calendar, contains specific due dates for assignments. These documents should be read in their entirety and maintained for reference.

Instructor
Dr. George R. Franks, Jr., Ph.D.
Associate Professor of Government
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Classroom Meeting Schedule and Location
Mondays & Wednesdays: 2:30 p.m. – 3:45 p.m.
T.E. Ferguson Liberal Arts (Liberal Arts South), Room 471
Known exceptions are noted on the Course Calendar

Campus Office Hours
Mondays: 10:00 a.m. – 11:30 a.m. & 12:30 p.m. – 2:30 p.m.
I am also available by appointment.

Virtual Office Hours
Available by SFA E-mail or ATT Cellular (Texting permitted before you call)
Tuesdays 9:30 a.m. – 11:30 a.m. & 1:00 p.m. – 2:30 p.m.
I am also available by appointment.

The best way to contact me is by SFA regular email at the address above.

Course Protection and Intellectual Property
My personal work contained in this syllabus, the course calendar, 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 Description
This course provides an introduction to understanding ethical dilemmas in the three primary areas of the criminal justice system (police, courts, and corrections) and the development of ethical decision-making skills for criminal justice professionals. Required for all criminal justice majors and minors.

Course Calendar
A complete course calendar is a part of this syllabus, you are expected to attend class as noted, and to complete online assignments as detailed in the syllabus. You are expected to spend an equivalent amount of time actually working in D2L as would normally be spent in the classroom. In addition, you are expected to spend time each week reading the required course materials, including the textbook and handouts provided in class or online in the courseroom. You should plan on spending a minimum of six hours preparatory time in addition to class and online participation each week.

Course Related E-mail Guidelines
All e-mails to me concerning class issues should include your name and course number reference (CJS-405). All e-mails made to you concerning class issues will be directed to your SFASU e-mail address, do not send email through D2L. 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 a Word Document format. You are responsible for reading all announcements, course documents and e-mails relating to this course.

**Text required for Course**
The assigned textbook for this course is *Criminal Justice Ethics: Theory and Practice, Fourth Edition*, by Cindy Banks. The readings are listed in the Course Calendar, and you will be responsible for the assigned readings. In addition, I will provide additional reading materials in the classroom, and they too will be required reading.

**Program Learning Outcomes Addressed in this Course**
During this semester, in addition to others, this course specifically addresses the following CJS Program objectives: The student will demonstrate an awareness of ethical issues in criminal justice, and how to use ethical reasoning to formulate decisions and promote positive organizational and professional trust.

**Course Specific Student Learning Outcomes**
- The student will be able to discuss ethical dilemmas and resolve positive outcomes.
- The student will be able to distinguish normative ethics models.
- The student will be able to employ certain normative ethics tools to assist in understanding ethical issues and outcomes.

**Desired Competency**
You will demonstrate your understanding of normative ethics, ethical decision making, and the related importance to American criminal justice.

**Special Accommodations and Students with Disabilities**
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

**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.

Do not abuse the privilege of having access to my cellphone number – do not text or call between the evening or night hours.

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:

You are expected to participate in classroom regularly.

You are to participate in classroom discussions, 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 workload, 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 may result in an incomplete being assigned.

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.

Be sure to read the policy contained in the missed examinations section, and please do not ask me to deviate from the policy.

Violations of the rules of Student Responsibility may result in a student conduct complaint being filed with the SFA Office of Student Rights and Responsibilities.

**Withheld Grades Semester Grades Policy (A-54)**
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. Please note that my personal policy is that I will exercise my discretion and not allow grades of WH for this course.

**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:

- Midterm Examination = 25 QP
- Module Discussions = 25 QP
- Module Quizzes = 25 QP
- Final Examination = 25 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

This course does not offer a menu selection – you are expected to perform all of the work assigned. Failure to submit work will result in a grade determination of “F”, regardless of the assigned quality points.

IP – Dr. George R. Franks, Jr., Ph.D. 2019
Examinations
There are two examinations for this course, both are given online:

The Midterm Examination covers lectures through March 11th. The Midterm Examination will be online from 8:00 a.m., Wednesday, March 13th – 5:00 p.m., Friday, March 15th.

The Final Examination covers lectures from March 25th forward. The Final Examination will be online from 8:00 a.m., Monday, May 6th – 5:00 p.m., Wednesday, May 8th.

Missed Examinations
Generally, all examinations must be completed as scheduled; however, in the event of a missed examination, I reserve the right to review the circumstances and allow alternative examinations. You should contact me as soon as you know that you will miss an examination. Where preplanning is not an option, you should contact me immediately on your return to availability.

Modules
There are twelve modules in this course, as designated in the included Course Calendar. Each module requires textbook readings, a discussion question, and an associated quiz. Where there are two chapters assigned in a module, the associated quiz will contain questions from both.

Modules are open from 8:00 a.m. Monday morning of the module week, through the following Sunday at 11:50 p.m. – once closed, a module will not be reopened. For instance, Module One will open at 8:00 a.m. on Monday, January 28th and close at 11:50 p.m. on Sunday February 3rd.

Module Discussions
Note that the module discussions are detailed in the included Course Module Schedule, the last page of this document. The schedule includes details of the prescribed reading assignments and includes a work due date. All things detailed for that assignment must be completed by the work due date, including your primary response to the prompt, and the additional response posting to at least one other student’s primary discussion postings. Understand, you are expected to reply to those secondary postings made to your primary one, but these are not counted towards your own requirement to post a secondary response to the primary posting of a peer. Primary and secondary responses posted after the work due date will not be considered for credit. When I post a question to you about your primary posting, you are expected to reply to me, and failure to do so may result in a loss of credit.

The idea here is to, in some limited form, require a dialogue among students like what would occur in a regular classroom. If you have questions about the requirements, ask me.

Module Discussion Grading
As a general practice, I read the postings, but do not respond to them publicly. If I see a major issue with something being posted, I will respond privately in an email to the specific learner. The reason for this is that once I state a position, other postings will follow my lead, and we do not get a true discussion thread.

Discussions will be graded after the due date, and the percentage earned will be multiplied by the 2.5QP at the end of the course. You are required to post a minimum of two times for each discussion prompt. The first must be your primary response to the discussion prompt, this should draw heavily from your reading of the textbook, but you should certainly incorporate current events and personal knowledge. These responses should be a minimum of two hundred – fifty words.
After posting your primary response, you should read the primary responses of others, and respond to at least one peer. This is a direct response to the primary response someone else has posted, not a response to something someone has posted to you. These too should be substantive, and should include things like: “I agree with your point about . . ., because . . .”, or “I disagree with your statement about . . ., because . . .”. These responses should be a minimum of 100 words.

How do you lose credit? Responses that do not meet the minimum word count; those that do not address the elements of the text; those filled with unsupported opinion; failing to post either response.

Module Quizzes
Module quizzes are taken straight from the textbook and will include T/F and multiple-choice questions. Quizzes are available only during the module open period and will not be relaunched for any reason. The scores will be averaged into a percentage, your grade will be determined by multiplying the percentage earned by 25QP.

In-Class Discussions
Class discussions are an integral part of learning, and information from these will be the focus of both the midterm and final examinations. Failing to participate when called on may result in an absence being counted against you. Maintaining active reading will be a requirement to do well in the discussions.

General Attendance
General class attendance and participation in this course is strongly encouraged, and you are responsible for the material presented during lectures and in-class discussions. Should you arrive in class after the door has been closed, please do not create a disruption. If your cell phone activates or you create/participate in a disruption during the class session, you will be required to leave the classroom for the remainder of the session.

Academic Integrity (A-9.1)
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

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.

Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp
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<thead>
<tr>
<th>Module</th>
<th>Date</th>
<th>Activity</th>
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<th>Activity</th>
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<tbody>
<tr>
<td>N/A</td>
<td>01/21</td>
<td>No Class – Martin Luther King Holiday – In-Class</td>
<td>01/23</td>
<td>Introduction - Who Set Your Compass? – In-Class</td>
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<tr>
<td>1</td>
<td>01/28</td>
<td>Foundations of Government &amp; Conflict – In-Class</td>
<td>01/30</td>
<td>Chapter 1 – Online Session</td>
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<tr>
<td>2</td>
<td>02/04</td>
<td>Understanding Character – In-Class</td>
<td>02/06</td>
<td>Chapter 2 – Online Session</td>
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<tr>
<td>3</td>
<td>02/11</td>
<td>Foundations of Normative Ethics &amp; Aristotle’s Golden Mean – In-Class</td>
<td>02/13</td>
<td>Chapter 3 &amp; 4 – Online Session</td>
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<td>4</td>
<td>02/18</td>
<td>The Concept of Duty – In-Class</td>
<td>02/20</td>
<td>Chapter 5 &amp; 6 – Online Session</td>
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<td>5</td>
<td>02/25</td>
<td>The Concept of Truth – In-Class</td>
<td>02/27</td>
<td>Chapter 7 &amp; 8 – Online Session</td>
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<td>6</td>
<td>03/04</td>
<td>The Normative Model of Ethical Decision Making – In-Class</td>
<td>03/06</td>
<td>Chapter 9 &amp; 10 – Online Session</td>
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<td>N/A</td>
<td>03/11</td>
<td>The Three-Prong Ethical Conduct Evaluation – In-Class</td>
<td>03/13</td>
<td>Midterm Examination (Lectures Only) – Online Session</td>
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<tr>
<td>N/A</td>
<td>03/18</td>
<td><strong>Spring Break – No Classes</strong></td>
<td>03/20</td>
<td>Spring Break – No Classes</td>
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<td>7</td>
<td>03/25</td>
<td>Noble Cause Corruption (Dirty Harry) – In-Class</td>
<td>03/27</td>
<td>Chapter 11 – Online Session</td>
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<td>8</td>
<td>04/01</td>
<td>The Duty to Supervise (Good Ole Boy) – In-Class</td>
<td>04/03</td>
<td>Chapter 12 – Online Session</td>
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<td>9</td>
<td>04/08</td>
<td>Malfeasance, Misfeasance &amp; Nonfeasance – In-Class</td>
<td>04/10</td>
<td>Chapter 13 – Online Session</td>
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<td>10</td>
<td>04/15</td>
<td>Graft, Gratuities &amp; Freebies (Costs) – In-Class</td>
<td>04/17</td>
<td>Chapter 14 – Online Session</td>
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<td>11</td>
<td>04/22</td>
<td>Seeking Positions for Wrongdoing (Miami River Cops, DEA, IRS) – In-Class</td>
<td>04/24</td>
<td>Chapter 15 – Online Session</td>
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<td>04/29</td>
<td>Correctional Officer Corruption – In-Class</td>
<td>05/01</td>
<td>Chapter 16 – Online Session</td>
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<td>05/06</td>
<td>Evolution of Ethics – In-Class</td>
<td>05/08</td>
<td>Chapter 17 – Online Session</td>
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<tr>
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<td>05/13</td>
<td><strong>Final Examination (Lectures Only) – Online Session</strong></td>
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*The Final Examination will be online from 8:00 a.m., Monday, May 13th – 5:00 p.m., Wednesday, May 15th.*