

Basic Course Information

Semester	Spring 2015	Instructor Name	Obed Flores
Course Title & #	Introduction to the Administration of Justice (AJ 100)	Email	Obed.Flores@imperial.edu or Obed_flores@casp.uscourts.gov
CRN #	20680	Contact No.	(760) 339-4217
Room	3202	Office	Room 809
Class Dates	Feb. 17 to June 12, 2015	Office Hours	By appointment only
Class Days	Thursdays	Cellular #	(760) 540-4347
Class Times	6:30 p.m. to 9:40 p.m.	Office contact if student will be out or emergency	Please contact me at either no. above.
Units	3 units		

Course Description

This course will introduce students to the Criminal Justice System in America. The course will cover crime in America; policing practices; adjudication of offenders; corrections; and current issues.

Student Learning Outcomes & Course Objectives

Upon completion of this course, students will be able to:

Summarize the history of crime in America and corresponding changes in the American criminal justice system.

Describe the American criminal justice system in terms of its three major components and their respective functions.

Describe the role of evidence-based practice in contemporary criminal justice.

Summarize the various categories of law, including the purpose of each.

Describe the three major levels of public law enforcement in the United States today.

Examine the issues, challenges and legal aspects of policing.

Textbooks & Other Resources or Links

Schmallegger, Frank. Criminal Justice Today, An Introductory Text for the 21st Century, 13th Edition (2015)

Course Requirements and Instructional Methods

Students will be expected to read one to two chapters per week in order to be prepared for the lecture. Quizzes will be provided in order to ensure that students are meeting this requirement.

Evaluation Methodology and Course Grading Based on Course Objectives

Your grade in this course is based on the accumulation of percentage points generated from the following: There will be two exams, a mid-term and a final examination. Each one of these exams is worth a quarter of your grade. The lowest test score from the two exams will be dropped. However, the mid-term and final exams **MUST** be taken. Additionally, quizzes will count for the last 25% of your grade. Moreover, extra points can be earned by making oral presentations to the class. A maximum of 10 percentage (extra credit) points can be earned per student, per testing period.

Grades will be based on the following percentages:

90% to 100%	= A
80% to 89%	= B
70% to 79%	= C
60% to 69%	= D
0% to 59%	= F

Attendance

- A student who fails to attend the first meeting of a class will be dropped by the instructor. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. Please note that it is the student's responsibility to drop or officially withdraw from the class should the student no longer desires or is able to continue with the class. See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. However, it is noted that absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off or placed on vibrate/silent mode during class, unless otherwise excused by the instructor. Should you have the need to take a phone call, please be courteous and step outside before answering the phone.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Please comply as directed.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Academic Honesty

- Plagiarism is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to 'cite a source' correctly, you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, may be dropped from the class and/or the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an "F" in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following:

- (a) Plagiarism;
- (b) copying or attempting to copy from others during an examination or on an assignment;
- (c) communicating test information with another person during an examination;
- (d) allowing others to do an assignment or portion of an assignment;
- (e) using a commercial term paper service.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313, if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities, please refer to the IVC General Catalog available online at http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

Anticipated Class Schedule / Calendar

CLASS TIME-LINE

<u>WEEK:</u>	<u>DATE</u>	<u>CLASS LECTURE</u>
1	02/19/15	INTRODUCTION
2	02/26/15	CH. 1 & 2
3	03/05/15	CH. 3 & 4
4	03/12/15	TEST 1 (CH. 1 – 4)
5	03/19/15	CH. 5 & 6
6	03/26/15	CH. 7 & 8
7	04/02/15	Mid-Term (CH. 1 – 8)
8	04/09/15	Spring Break
9	04/16/15	CH. 9
10	04/23/15	CH. 10
11	04/30/15	CH. 11
12	05/07/15	TEST 2 CH. 9 – 11)
13	05/14/15	CH. 12
14	05/21/15	CH. 13 & 14
15	05/28/15	CH. 15 & 16
16	06/04/15	CH. 17 & 18
17	06/11/15	FINAL (CH. 1 – 18)