Instructor: Dr. Brooke Nodeland  
Term: Spring 2021  
Class meeting: TTh 9:30a-10:50p  
Classroom: SAGE 356

Instructor’s Contact Information

<table>
<thead>
<tr>
<th>Email (preferred)</th>
<th><a href="mailto:Brooke.Nodeland@unt.edu">Brooke.Nodeland@unt.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Phone</td>
<td>940-565-2830</td>
</tr>
<tr>
<td>Office Location</td>
<td>Chilton 273K</td>
</tr>
<tr>
<td>Office Hours</td>
<td>By appointment</td>
</tr>
</tbody>
</table>

TA contact information: Francheska Brinkley  
TA Email: FrancheskaBrinkley@my.unt.edu

Scheduling meetings during office hours: If you need to schedule a face to face meeting, email me to arrange a time. The best time to meet in person is before or after class. I have greater flexibility on non-class days for Zoom meetings if needed.

Email expectations: When sending an email, please put the COURSE NUMBER (CJUS 4901) in the subject line of the email. I can only discuss grades over email if it was sent through your Eagle Connect email account (username@unt.edu). You can expect to receive a response within 48 hours during the week and 72 hours on the weekend. If you have not received a response within that time, please email me back as it may have gotten lost. Emails sent after 5p or on the weekends will generally be answered the following business day.

*Note: DO NOT send messages through Canvas if you would like a response. I only respond to emails received through my university email account as I access this system multiple times per day, but rarely visit the message section of Canvas.

Course Description
Examination of the problems and issues involved in forming and implementing criminal justice policy in the United States. Course represents the final capstone experience for the student and should generally be taken in the semester the student will graduate. (Prerequisite(s): Senior standing and at least 33 hours of criminal justice, with 18 hours from the criminal justice core.)

Class Format
Team-Based Learning, which consists of Reading Assurance Tests (RATs), facilitated discussions (mini-lectures), application-focused team activities, and team presentations.

Learning Objectives
Students who successfully complete this course will be able to:
Discuss the importance of studying the effectiveness criminal justice policy from an evidence-based perspective
Distinguish between the reality of crime and criminal justice policy from myths
Describe various models and types of public policy
Summarize essential literature related to criminal justice policy
Critique and evaluate diverse forms and sources of information
Argue diverse perspectives, ideas, cultures, and viewpoints of criminal justice policy issues
Apply ethical analysis in addressing criminal justice policy issues

**Required readings**
The assigned texts listed below is required for all students enrolled in this course. Reading assignments are noted in the Course Calendar. All students are expected to read the assigned chapters prior to the date specified in the Course Calendar. The assigned readings will serve as a foundation for the discussion of the issues in class.


Additional required readings will be discussed/assigned during class and may require a visit to the university library or will be posted to Canvas.

**Course notes and recommendations**
Please make sure to have your official UNT email forwarded to your preferred email address (if different) to receive important updates, changes, announcements, class cancellations (if applicable), and generally, so I can reach you if necessary.

**Before you email Dr. Nodeland or the TA with a question, make sure to review this syllabus. Most questions are answered in this document.**

The announcement board in Canvas will be used for primary communication to the class as a whole. I advise you check the announcements section frequently.

**Important:** It is your responsibility to utilize a computer system that works and is compatible with the UNT online system/Canvas.

**Team-Based Learning**
This course will use a team-based learning approach that will provide students with opportunities to regularly practice skills that are essential to a liberal arts education. Students will be assigned to teams early in the semester and will work with those teams throughout the course. Course requirements are specifically designed to ensure that individuals are prepared for team work and that the team experience avoids typical problems of “group work” (e.g., free riders, dominant members, splitting up the work to avoid interaction, etc.). The responsibility for learning basic material is placed on individuals with work done outside of the class, while time in class is spent using that material in creative and sophisticated ways as both individuals and teams. All team work
is done during class time. Course grades will be based on work from both individuals and teams. The following is a list of what will occur in your teams:

a) **You will take RATs** first as an individual, then with your team, to ensure that you understand the most important information that will be applied to the Team-Based Learning Activity. These RATs will take place at the beginning of each unit.

b) **You will solve specific problems**, aka Team-Based Learning Activities. You will be asked to generate your own solutions, and also work with your team members to come to a consensus about the solution, which you will report and defend as a team. These will be the basis for class discussions.

c) **You will evaluate your team members** in terms of preparation, flexibility, contributions and respect for the group (i.e., on-time and regular attendance). Peer evaluations are an integral part of TBL as they help to assure accountability among team members.

d) It is highly recommended that you attend class regularly. Failure to attend class will result in lost participation points and reduced course engagement. Please arrive early or on time, as we will start promptly at 9:30 AM. On the days that you have a RAT, the RAT will be given at the beginning of the class period and arriving late will earn you 0 points on the individual RAT, though you will earn Team RAT points if you arrive before the tRAT is completed. You may not make up that day’s iRAT.

e) If for some reason you must miss class, please notify the instructor to discuss the possibility of making up missed work. **It is not possible to make up Team Activities and individual writing assignments will be given on a case by case basis.**

**Method of Evaluation**

Students will be evaluated based on individual and team assignments as outlined below.

**Readiness Assurance Tests (RATs):** These in-class tests assess students’ comprehension of assigned readings to ensure that they are adequately prepared to apply the knowledge from those readings to class activities. RATs are closed-book tests that are administered twice in the same day covering assigned materials that should be read prior to attending the class in each unit. First students take the test individually (iRATs). There are 5 iRATs worth 30 points each. Once they turn in their individual responses, then students take the test again as a team (tRATs). Team members discuss each question to obtain consensus about the answer. There are 5 tRATs worth 40 points each.

**Final thoughts:** Students should expect a graded in-class assignment during each non-RAT day of a unit comprising 150 possible points for the semester. These assignments will not be announced in advance. They are designed to assess preparation for the class, measure understanding of course material, provide frequent feedback about student performance, and support the course learning goals. All of these assignments will be individually completed at the end of class. Students should bring paper, pens, and required readings and handouts to every class to be prepared for the in-class assignments. There are no make-up opportunities for these exercises, as they require class attendance to be completed.

**Online discussion board:** Students will complete 1 online discussion boards worth 50 points. As part of the discussion requirements, students are expected to respond to the posted discussion question as well as post a minimum of 2 substantive interactions with your classmates. The discussion forum and assignment requirements can be accessed through Canvas.
Team policy presentation: Students will work with their assigned team to complete an hour-long policy debate presentation. Each presentation will be worth 200 possible points. The requirements for the presentation will be given before Spring Break and teams will be given some class time to work on the presentation after Spring Break. Instructions will be posted on Canvas following our in-class discussion. All students are expected to attend every presentation meeting and this will comprise a portion of the score for this assignment.

Final paper: Students will complete a final paper worth 150 points. The final paper is an individual opportunity for students to demonstrate what they have learned throughout the semester and their criminal justice course of study. Additional details and requirements for this assignment will be discussed in class and posted in Canvas.

Assessments:

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<thead>
<tr>
<th>Assessment</th>
<th>Points</th>
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<tbody>
<tr>
<td>Individual RATs (5 @ 30 points each)</td>
<td>150</td>
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<tr>
<td>Team RATs (5 @ 40 points each)</td>
<td>200</td>
</tr>
<tr>
<td>Final thoughts (individual)</td>
<td>150</td>
</tr>
<tr>
<td>Careers in criminal justice discussion</td>
<td>50</td>
</tr>
<tr>
<td>Team policy presentation</td>
<td>200</td>
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<tr>
<td>Final paper</td>
<td>150</td>
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<tr>
<td>Total possible points</td>
<td>900</td>
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Final course grades will be based on your accumulation of points according to the table below (grades will not be rounded – the total points accumulated at the end of the semester will be used to determine the final grade):

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<th>Grade</th>
<th>Points</th>
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<tbody>
<tr>
<td>A</td>
<td>810-900 points</td>
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<tr>
<td>B</td>
<td>720-809 points</td>
</tr>
<tr>
<td>C</td>
<td>630-719 points</td>
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<tr>
<td>D</td>
<td>540-629 points</td>
</tr>
<tr>
<td>F</td>
<td>539 points or below</td>
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*If an opportunity for extra credit presents itself, it will be discussed in class and available to the entire class at the discretion of the instructor. There will be no individual opportunities for extra credit.

**Grade related questions or concerns must be addressed within 1 week of the grade being posted to Canvas.

Makeup policy
There are no make-up exams/assignments in this class with the exception of authorized absences according to university policies prescribing authorized absences in certain situations (work, work travel, vacation etc. do not constitute a university authorized absence or an emergency and are not excuses warranting the issuance of a makeup). The professor reserves the right to consider extreme circumstances and modify this rule. Those who are absent for religious holidays, and/or those
involved in other school supported activities that require being absent from class will be allowed to make up work if proper procedures are followed in requesting an excused absence.

The professor must have written documentation in advance that the student will be away from class for the absence to be excused. Notification must be in writing so that the professor may have it for record purposes. There is, absolutely, no make-up for “assignments” missed or turned in late unless authorized as a result of a university related absence. Make-up assignments as a result of authorized absences must be turned in within 3 days of returning from the authorized absence. In the event that circumstances require a make-up test, and provided students follow the appropriate procedures for requesting an excused absence that falls on a test day, any authorized make-up test will be conducted at the discretion of the professor. In the event that the instructor approves the makeup exam, it may be administered in an alternate format.

In class RATs, activities, peer evaluations, etc. cannot be made up and the student must be present in order to receive credit for these assignments.

Attendance Policy

Students are expected to attend each scheduled class meeting having completed the assigned readings and prepared for discussion. Missed materials will not be posted on Canvas. Frequent absences will make it very difficult to obtain an acceptable grade in this course. Students are expected to attend each and every class meeting. As there will be group presentations each meeting, punctual arrival and attendance to each class meeting is a show of respect to your classmates.

Students must be present to participate in group work preparation and presentations as part of their grade. As such, it will be difficult to earn a passing grade in the course if students are not present. Students not in class, will not receive credit for missed assignments, presentations, etc. and will not be able to make these assessments up.

Remote instruction will not be provided on a daily basis. Remote instruction will only take place if the course is moved online due to a university closure. Given the use of Team-Based Learning as the course delivery method, online instruction does not serve as a suitable alternative to in class participation. Additional written assignments will be provided to students who miss class due to an excused absence, such as a documented COVID-19 related illness.

Finally, in addition to being present and engaged for class meetings, students are also expected to log in to Canvas daily to ensure they are up to date with assignment due dates, course expectations, and any schedule changes.

Students that have fallen behind, are failing and/or choose to not complete the coursework for the semester are responsible for officially withdrawing themselves from the course; failure to do so will result in a performance grade of "F".

If you are experiencing any symptoms of COVID-19 (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR
to coming to campus. UNT also requires you to contact the UNT COVID Team at COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. (Note: Due to the nature of a team-based learning course, in class activities, RATs, etc. cannot be made up. If you miss these assignments, there will be a written assignment made available to the student to complete within 1 week of the missed class to make up for the missed points with an approved absence. It is the student’s responsibility to ask about the makeup assignment.)

**Classroom Policies**
Students are expected to arrive to class on time and be attentive/engaged during class lectures and discussions. The classroom is a place to express ideas, opinions, and engage in thoughtful discussions. Students will respect the views and opinions of others at all times or will be asked to leave the classroom. Additionally, disruptive behaviors such as arriving late, having a conversation while someone else is talking, profanity, sleeping, text messaging, using laptops/tablets for anything other than course related activities, cell phones going off during class, etc. are not acceptable. Students repeatedly engaging in any of these behaviors may be asked to leave the classroom.

**Face Coverings**
UNT encourages everyone to wear a face covering when indoors, regardless of vaccination status, to protect yourself and others from COVID infection, as recommended by current CDC guidelines. Face covering guidelines could change based on community health conditions.

**Course Materials for Remote Instruction**
Remote instruction may be necessary if community health conditions change or you need to self-isolate or quarantine due to COVID-19. Students will need access to a webcam and microphone to participate in fully remote portions of the class. Additional required classroom materials for remote learning include: consistent access to the Internet to access Canvas and participate in virtual meetings. Information on how to be successful in a remote learning environment can be found at https://online.unt.edu/learn.

**Additional policies:**
Recording devices are not allowed in the classroom unless specifically approved by the instructor. Tobacco products of any kind (including e-cigs) are not allowed in the classroom. Cell phones, pagers, or any other electronic device that makes noise should be turned off before class. Due to liability concerns and the content of course discussions, children are not permitted in the classroom at any time. Laptops and similar devices can be used during class as long as they are used for taking notes and/or other related classroom functions. If used for surfing the web, instant messaging, sending emails or otherwise, they will not be allowed in the classroom.

Also, to ensure that you receive timely course related correspondence, make sure your official email address at UNT is forwarded to your preferred email address.
**Academic integrity**

Standards of academic integrity are expected with regard to any course related work or submission. Students should consult the UNT website for questions, guidelines, appeals, and other information related to these policies:

http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf

Academic violation of UNT policy consists of the following:

A. Cheating. The use of unauthorized assistance in an academic exercise, including but not limited to:
   1. use of any unauthorized assistance to take exams, tests, quizzes or other assessments;
   2. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments;
   3. acquisition, without permission, of tests, notes or other academic materials belonging to a faculty or staff member of the University;
   4. dual submission of a paper or project, or re-submission of a paper or project to a different class without express permission from the instructor;
   5. any other act designed to give a student an unfair advantage on an academic assignment.

B. Plagiarism. Use of another’s thoughts or words without proper attribution in any academic exercise, regardless of the student’s intent, including but not limited to:
   1. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement or citation.
   2. the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in selling term papers or other academic materials.

C. Forgery. Altering a score, grade or official academic university record or forging the signature of an instructor or other student.

D. Fabrication. Falsifying or inventing any information, data or research as part of an academic exercise.

E. Facilitating Academic Dishonesty. Helping or assisting another in the commission of academic dishonesty.

F. Sabotage. Acting to prevent others from completing their work or willfully disrupting the academic work of others.

Any violation of academic integrity will be handled on a case-by-case basis. At a minimum, the student will receive a zero on the assignment in question, but more serious academic violations may be subject to the assignment of a failing grade for the course. Please do not hesitate to contact the instructor with questions related to citations or other academic integrity concerns.

**Student Evaluation of Instruction (SPOT)**

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction (SPOT) is a requirement for all organized classes at UNT. This short
survey will be made available to you at the end of the semester to provide you with an opportunity to evaluate how this course is taught. Student feedback is very important to UNT; please complete your SPOT (Student Perceptions of Teaching) survey during the open evaluation time.

**ADA Statement and Disabled Student Policy**
The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation website at [http://www.unt.edu/oda](http://www.unt.edu/oda). You may also contact them by phone at 940.565.4323.

**Succeed at UNT**
UNT endeavors to offer you a high-quality education and to provide a supportive environment to help you learn and grown. And, as a faculty member, I am committed to helping you be successful as a student. Here’s how to succeed at UNT: Show up. Find Support. Get advised. Be prepared. Get involved. Stay focused. To learn more about campus resources and information on how you can achieve success, go [success.unt.edu/](http://success.unt.edu/).

**Emergency Notification & Procedures**
UNT uses a system called Eagle Alert to quickly notify you with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). The system sends voice messages (and text messages upon permission) to the phones of all active faculty staff, and students. Please make certain to update your phone numbers at [my.unt.edu](http://my.unt.edu). Some helpful emergency preparedness actions include: 1) know the evacuation routes and severe weather shelter areas in the buildings where your classes are held, 2) determine how you will contact family and friends if phones are temporarily unavailable, and 3) identify where you will go if you need to evacuate the Denton area suddenly. In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

**Retention of Student Records**
Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. You have a right to view your individual record; however, information about your records will not be divulged to other individuals without the proper written consent. You are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the university’s policy in accordance with those mandates at the following link: [essc.unt.edu/registrar/ferpa.html](http://essc.unt.edu/registrar/ferpa.html)
**Miscellaneous:** The material posted online is my personal intellectual property or that of the University of North Texas. You may not utilize the material for other than class purposes.

A variety of resources services are available to students in the Academic Support tab in Canvas.

**Course Calendar and Topics**

Dates, topics, and exams are listed below. Students are responsible for keeping up with the schedule, any schedule changes as well as the assigned readings as we progress through the course. This is a tentative schedule and the instructor reserves the right to modify any part of the schedule at any time throughout the semester.

<table>
<thead>
<tr>
<th>Week 1</th>
<th>Dates</th>
<th>Topic, Reading Assignments, and Due Dates</th>
</tr>
</thead>
</table>
| T Jan 18 | Topic: Syllabus, introductions/team assignments and course overview  
Readings: Syllabus |
| Th Jan 20 | Topic: Syllabus; Team-Based Learning overview  
Assignments: RAT practice – TBL |

| Week 2 | T Jan 25 | Topic: Library resources, locating and citing empirical articles  
Assignments: RAT1 - APA formatting and evaluating credible sources |
| Th Jan 27 | Library overview – guest speaker |

| Week 3 | T Feb 1 | Library resources; Career center overview - resumes |
| Th Feb 3 | No class meeting WSC  
Assignments: Canvas discussion - Careers in criminal justice |

| Week 4 | T Feb 8 | Topic: CJ policy making/influence  
Readings: Chapters 1-3 (pp.1-15; 18-29; 32-43)  
Assignments: RAT2 - CJ policy making/influence |
| Th Feb 10 | Topic: CJ policy making/influence |

| Week 5 | T Feb 15 | Topic: CJ policy making/influence  
Th Feb 17 | Topic: Police policy  
Readings: Chapters 4-5 (pp.46-60; 63-65; 69-81; 83-89)  
Assignments: RAT3 - Police policy |

| Week 6 | T Feb 22 | Topic: Police policy  
Th Feb 24 | Topic: Police policy; external review |
<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic</th>
<th>Readings</th>
<th>Assignments</th>
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<tbody>
<tr>
<td>Week 7</td>
<td>T Mar 1</td>
<td>Courts/sentencing/punishment policy</td>
<td>Chapters 7, 8, 10 (pp. 113-131; 135-152; 180-195)</td>
<td>RAT4 - Courts/sentencing/punishment policy</td>
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<td></td>
<td>Th Mar 3</td>
<td>Courts/sentencing/punishment policy</td>
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<tr>
<td>Week 8</td>
<td>T Mar 8</td>
<td>Courts/sentencing/punishment policy</td>
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<td></td>
<td>Th Mar 10</td>
<td>Team presentation instructions 4901; topic selection; group presentation order drawing</td>
<td>Mid semester course feedback, peer evaluations (mid semester formative)</td>
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<td>Week 9</td>
<td>T Mar 15</td>
<td>Spring Break no class meeting</td>
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<td></td>
<td>Th Mar 17</td>
<td>Spring Break no class meeting</td>
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<tr>
<td>Week 10</td>
<td>T Mar 22</td>
<td>Corrections policy</td>
<td>Chapters 11-13 (pp. 199-214; 218-234; 237-250)</td>
<td>RAT5 - Corrections policy</td>
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<td>Th Mar 24</td>
<td>Corrections policy</td>
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<tr>
<td>Week 11</td>
<td>T Mar 29</td>
<td>Corrections policy</td>
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<td></td>
<td>Th Mar 31</td>
<td>Team presentations</td>
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<td>Week 12</td>
<td>T Apr 5</td>
<td>Team presentations</td>
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<td></td>
<td>Th Apr 7</td>
<td>Team presentations</td>
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<tr>
<td>Week 13</td>
<td>T Apr 12</td>
<td>Team presentations</td>
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<td>Th Apr 14</td>
<td>Team presentations</td>
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<tr>
<td>Week 14</td>
<td>T Apr 19</td>
<td>Team presentations</td>
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<td></td>
<td>Th Apr 21</td>
<td>Team presentations</td>
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<td>Week 15</td>
<td>T Apr 26</td>
<td>Team presentations</td>
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<td></td>
<td>Th Apr 28</td>
<td>Team presentations</td>
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<tr>
<td>Week 16</td>
<td>T May 3</td>
<td>Individual final paper feedback</td>
<td></td>
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<tr>
<td>Th May 5</td>
<td>Individual final paper due 11:59p through Turnitin link in Canvas</td>
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