CJUS 4901.900/950: Senior Seminar
Course Syllabus

Instructor: Jordan Russell
Email: Jordan.Russell@unt.edu
Term: Summer 2019—5 week 1

Class meeting: This is an online class. Course expectations and classroom policies are outlined in the syllabus below. While students are expected to complete written assignments, participate in online discussions, and online quizzes, there are no formal on campus meetings for this course which would require a student to come to campus.

For questions, please first email the Teaching Assistant, Ms. Emily Spivey, M.S. at EmilySpivey@my.unt.edu.

**Note: Emails sent after 5pm or on the weekends will generally be answered the following business day.

Email expectations: When sending an email, please put the COURSE NUMBER (CJUS 4901) in the subject line of the email. Only emails sent from your UNT email account (username@my.unt.edu) will receive a response. Please allow 48 hours of turnaround time (weekdays) for your email inquiries when contacting either the instructor or the TA. 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.

Required readings
There is one required text for the course. Reading assignments are noted in the Course Calendar.


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).

Learning Objectives
After completion of this course, it is expected that students will be able to:

- Discuss the importance of studying the effectiveness criminal justice policy from an evidence-based perspective and identifying and incorporating appropriate scholarly sources
- Distinguish between the reality of crime and criminal justice policy from myths
- Describe the 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
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 Ms. Spivey or myself with a question, make sure to review this syllabus, schedule and welcome statement. Most questions are answered in these documents.

The announcement board in Canvas, and email, 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. This is especially critical during examination times. I would recommend that you take your exams on the UNT campus if possible. If that is not possible, I would recommend you avoid waiting until the last minute to take your exam in case problems arise. Do not take your exams on mobile devices such as smartphones or tablets.

Technical Requirements/Assistance
The following information has been provided to assist you in preparation for the technological aspect of the course.
UIT Help Desk: http://www.unt.edu/helpdesk/index.htm
Browser requirements: https://clear.unt.edu/supported-technologies/canvas/requirements
Computer and Internet Literacy: http://clt.odu.edu/oso/index.php?src=pe_comp_lit
UNT Library Information for Off-Campus Users: http://www.library.unt.edu/services/facilities-and-systems/campus-access

Minimum Technical Skills:
This is not a computer skills course and as such, students are expected to have a minimum skill set in order to access course materials and complete course assignments. Specifically, students should know how to access a Web site when given an address, use the features of their Web browser, download files, attach files to emails, use word processing software, copy and paste …etc.

Course Organization
Course materials can be accessed for each chapter within the Course Navigation Menu. Discussions can be accessed and submitted through the discussions link and quizzes can be located by clicking on the Quizzes link within the menu. The Course Calendar located at the end of the syllabus provides a breakdown of the quiz and discussion due dates for the course.

First steps
Upon entrance into the online classroom, students should spend some time navigating course materials and links to ensure they are able to locate all required materials. After the student has reviewed the syllabus and course materials, students will be required to post an introduction in the Discussion.
Student Support
The University of North Texas provides student technical support in the use of Canvas and supported resources. The student help desk may be reached at:
Email: helpdesk@unt.edu
Phone: 940.565-2324
In Person: Sage Hall, Room 330
Regular hours are maintained to provide support to students. Please refer to the website (http://www.unt.edu/helpdesk/hours.htm) for updated hours.

Method of Evaluation
As this is an online class, students must be prepared to take responsibility for their own learning. Students should be prepared to take quizzes and complete online discussions with little direction beyond what is provided in the syllabus and individual assignment instructions. Students will earn points through two methods of evaluation.

Quizzes: Students will complete a total of 6 quizzes. Quizzes will be worth a total of 120 points or 20 points each (6 module quizzes). Quizzes can be accessed through the Quiz tab within Canvas. Weekly quizzes will be available for 30 minutes upon opening the quiz and must be completed in one sitting (one attempt) – so make sure you have a reliable internet connection and are ready to complete the entire quiz when you open it. (Technical issues will only be considered in extreme circumstances and only once per semester and can only be evaluated by the instructor). Questions that have not been answered at the end of 30 minutes will receive 0 points. Quizzes are individual assignments and should be completed in private and not in the company of any other student. Quiz questions will be released one at a time and may consist of multiple choice, true/false, matching, short answer questions, and/or essay. While course materials may be referenced during the quizzes, students should treat these quizzes as they would in an in class exam and prepare accordingly. The time allowed is sufficient to respond to each question, however, you will not have time to look up every answer once the quiz has started. Quiz grades and correct responses will be available for review after the quiz availability period ends. There are no makeup or late submissions of quizzes for any reason.

Discussion and participation: Online discussions comprise the bulk of the course and will emulate that of the traditional or face to face classroom environment. There will be 5 discussion questions worth 40 points each for a total of 200 possible points. Students will complete 6 total discussions including the introductory discussion week 1. For each discussion week, students will be required to both respond to the weekly discussion question as well as make two substantive posts to classmates’ posts in order to receive full credit for the week. Discussion question responses should range from 200-300 words. Participation posts must reflect critical thought and reflect substantive contribution to the class discussion (generally a minimum of 150 words). Rather, simply posting that you agree or disagree with another students post or restating their post will not constitute a substantive response. Additionally, you will be graded on grammar, so proofread your submissions prior to posting. It may be helpful to type your responses in a word document before cutting and pasting them into your submission – this will also ensure that you have a copy of your submission in the event that you have technical issues in submitting your responses. Students are also expected to incorporate a minimum of 2 scholarly references with appropriate in text citations in APA format for any information obtained from an outside source (an instructional Powerpoint is provided in Canvas under the Modules tab that outlines both how to locate scholarly references and how to incorporate them into your discussions). Full credit for
participation posts will also include reference to outside sources in support of your position. Discussions will be graded and returned within one week of the due date.

*Students must respond to the discussion question in order to unlock that week’s discussion and enable the ability to respond to others’ posts. All discussion and participation posts must be completed by the due date and time. No late discussion posts or participation posts will be accepted for any reason. If you have technical difficulties in submitting your post, you must email the instructor a copy of your post prior to the discussion due date to be eligible for partial credit. Discussion posts/participation posts will be graded and returned within one week of the assignment due date.

Discussion questions are designed to assess your comprehension and understanding of course materials, not a description of your personal opinion regarding the topics we’ll be discussing. As such, discussions will be evaluated using the following criteria (see next page):
**Students are strongly encouraged to complete quizzes and assignments as early in the week as possible. If there is a technical issue over the weekend/on the due date etc., this will not warrant a reset and the score earned at the time of the error will be the final score for the assignment.**

<table>
<thead>
<tr>
<th>Content</th>
<th>Participation</th>
<th>Length</th>
<th>Editing (spelling and grammar)</th>
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<tbody>
<tr>
<td>Excellent 18-20 points All of the required components of the response were adequately addressed with full explanations</td>
<td>Excellent 10 points Student submitted 2+ substantive participation posts. Supported arguments using properly documented empirical sources in APA format.</td>
<td>Excellent 5 points Discussion response exceeded required length. 2 participation responses were posted that also exceeded required length</td>
<td>Excellent 5 points If there were any spelling or grammar errors they were insignificant</td>
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<td>Good 15-17 points A minor required component was missing, or there was not good explanation for at least one of the required major components</td>
<td>Good 8-9 points Student submitted 1-2 substantive participation posts. Supported arguments using properly document sources.</td>
<td>Good 4 points Discussion response met required length, 2 participation responses were posted - one response met the 150 word count requirement, one did not</td>
<td>Good 4 points There were a few spelling or grammar errors that were noticeable but did not detract from the paper</td>
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<td>Fair 13-14 points Important required components of the response were missing or there were a few components not fully explained.</td>
<td>Fair 6-7 points Student submitted 1-2 substantive participation posts. Additional explanation or support was needed.</td>
<td>Fair 3 points Discussion response was at or right below required length. 2 responses were posted, but neither met the 150 word count requirement or 1 response was posted that met the 150 word count requirement</td>
<td>Fair 3 points There were a few spelling or grammar errors that were noticeable and detracted somewhat from the paper</td>
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<tr>
<td>Poor 10-12 points Not all of the required components of the response were addressed, nor were they fully explained</td>
<td>Poor 4-5 points Students submitted 0-1 substantive participation responses.</td>
<td>Poor 1-2 points Discussion response was at or below required length. 2 responses were posted 1 substantive response was posted that did not meet the 150 word count requirement</td>
<td>Poor 1-2 points There were a number of spelling and grammar mistakes that detracted from the paper</td>
</tr>
<tr>
<td>Failing 0-9 points The content of the response was inadequate with limited coverage of required elements and very little if any explanation of required components</td>
<td>Failing 0-3 points There were no substantive participation posts submitted.</td>
<td>Failing 0 points Discussion response was at or below the required length and there were no substantive participation posts</td>
<td>Failing 0 points There were a great number of spelling and grammar mistakes that detracted greatly from the reading of the paper, such that it was difficult to read</td>
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As discussed above, students will have the opportunity to earn up to 320 points for the semester. Possible points can be earned in the following manner:

Module quizzes (6) 20 points each 120 possible points
Discussion responses (5) 40 points each 200 possible points
**Total** 320 possible points

Your final grade 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>C</th>
<th>D</th>
<th>F</th>
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<tbody>
<tr>
<td>288-320</td>
<td>256-287</td>
<td>224-255</td>
<td>192-223</td>
<td>191 or below</td>
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<tr>
<td>points</td>
<td>points</td>
<td>points</td>
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*There are no extra credit opportunities for this course.*

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

***Students are expected to log in to Canvas daily to check Announcements or changes to the course. Missing deadlines as a result of not frequently checking Canvas will not be an excuse for late work submission.***

**Authorized Absences:**
Absences are authorized only in cases of participation in school sponsored activities and/or religious holidays. For an excused absence due to a school sponsored activity, students must be approved in advance by the department chair and academic dean. Within three days after the absence, students must obtain authorized absence cards from the Dean of Students for presentation to instructor. Students who wish to request an excused absence for religious holidays can do so and will be excused from class as long as they make a request within the required time frame set by the University (see the most recent undergraduate catalog). Notification must be in writing so that I may have it for my records. You must arrange to make up any work missed during the excused religious absence or school sponsored activity.

**Academic Dishonesty/Integrity**
All students are required to conduct themselves with utmost honesty and integrity in all aspects related to this course. Any act of academic dishonesty will not be tolerated and may result in failing the course. Academic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion – the unauthorized collaboration with another person in preparing work offered for course credit.

**Grade Appeals**
Please keep all your graded work. You cannot, under any circumstance, dispute a grade on an exam or assignment if you cannot provide the original copy. Should you have any discrepancy with a grade you receive, you must submit a written complaint and meet with me within one week of receiving the grade.
Bring the original copy of the exam or assignment to this meeting. Written complaints must address specific comments and/or grading criteria. Filing an appeal does not guarantee that your grade will be changed. **Grades are not verbally negotiable.**

**Disabled Student Policy**
Any student in this class may request learning assistance by submitting a written statement that describes the nature of your impairment and any specific accommodations you may need. Should you need assistance please contact the Dean of Students’ Office at [http://www.dos.unt.edu/index.html](http://www.dos.unt.edu/index.html) or by calling (940) 565-2648.

**SPOT Participation**
The SPOT evaluation is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SPOT to be an important part of your participation in this class.

**Student Behavior and University Policy:**
Student behavior that interferes with an instructor’s ability to conduct a class or other students’ opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student’s conduct violated the Code of Student Conduct. The university’s expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at [www.unt.edu/csrr](http://www.unt.edu/csrr)

**Participation and Online Behavior**
To be successful at learning and understanding the material in this class, it is essential that you read and complete the assigned material and engage in thoughtful online discussions. Your active participation, along with your willingness to engage in thoughtful discussions regarding criminological theory will be taken into account at all times during the semester.

An online classroom, at least during times of online discussion, 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 their status in the course will be examined. In sum, simply be appropriate during online interactions. Each student brings unique insight and perspectives, and that can make for a very interesting and lively discussion forum, but just please be appropriate and respectful of others. **Please review the undergraduate catalog concerning conduct which adversely affects the university community.**

**Syllabus Changes**
I reserve the right and have the discretion to change this syllabus. While every effort will be made to follow this syllabus as closely as possible, it is sometimes the case that the syllabus must be modified. In the case that the syllabus needs to be adjusted, I will announce such adjustments to the class. I will make every effort to ensure that any changes to the syllabus benefit the class as a whole. It is the student’s responsibility to check announcements/email so that any and all syllabus changes are
documented. Failure to obtain syllabus changes because of failure to check and read announcements does not constitute a defense against missed assignments, test dates, and other applicable changes.

**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.

**Office of Disability Accommodation**
The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable 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 a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable 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 reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student.

Students can access resources and information regarding disability accommodations in the Academic Support tab in Blackboard Learn. 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.

**UNT Compliance with F-1 Visa Students Taking Online Courses**
To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

1. Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
2. Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email [internationaladvising@unt.edu](mailto:internationaladvising@unt.edu)) to get clarification before the one-week deadline.
**Course Calendar and Topics**

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. All assignments must be submitted by 11:59pm Central time on the date listed below. Late submissions are not accepted.

<table>
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<tr>
<th>Date</th>
<th>Readings, Discussion Boards, Assignment Due Dates</th>
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<tbody>
<tr>
<td>Week 1: 6/3-6/9</td>
<td><strong>Topic:</strong> Thinking Clearly about crime; Crime policy</td>
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<td><strong>Readings:</strong> Module 1—Chapter 1-4</td>
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<td><strong>Assignments:</strong> Introduction discussion, Discussion 1 and Module 1 quiz due June 9 at 11:59pm</td>
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<tr>
<td>Week 2: 6/10-6/16</td>
<td><strong>Topic:</strong> Getting tough on crime: Conservative responses to crime control</td>
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<td><strong>Readings:</strong> Module 2--Chapter 5-8</td>
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<td></td>
<td><strong>Assignments:</strong> Discussion 2 and Module 2 quiz due June 16 at 11:59pm</td>
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<td>Week 3: 6/17-6/23</td>
<td><strong>Topic:</strong> Guns and crime victims</td>
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<td><strong>Readings:</strong> Module 3—Chapter 9-10</td>
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<td><strong>Assignments:</strong> Discussion 3 and Module 3 quiz due June 23 at 11:59pm</td>
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<td>Week 4: 6/24-6/30</td>
<td><strong>Topic:</strong> Liberal responses to crime</td>
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<td><strong>Readings:</strong> Module 4—Chapter 11-12</td>
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<td></td>
<td><strong>Assignments:</strong> Discussion 4 and Module 4 quiz due June 30 at 11:59pm</td>
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<td>Week 5: 7/1-7/5</td>
<td><strong>Topic:</strong> Crime and the Community</td>
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<td><strong>Readings:</strong> Modules 5 and 6—Chapter 13-14</td>
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<td></td>
<td><strong>Assignments:</strong> Discussion 5 and Modules 5 and 6 quizzes due by July 5 at 11:59pm</td>
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**Take note – assignments are due this week on Friday (the last day of the class). There will be no assignments accepted after this date as the course will have ended.**