

CRIJ 2328 Course Guide

INSTRUCTOR: Katie Ferris

PREFERRED CONTACT: CANVAS MESSAGING

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OFFICE HOURS: By appointment only

COURSE NUMBER: CRIJ2328.401

CLASS MEETING TIME: ONLINE – 7-14 HOURS OF STUDY RECOMMENDED PER WEEK

COURSE NAME: Police Systems & Practices

CATALOG DESCRIPTION: This course examines the establishment, role and function of police in a democratic society. It will focus on types of police agencies and their organizational structure, police-community interaction, police ethics, and use of authority.

LEARNING OUTCOMES: Upon successful completion of this course, students will:

1. Describe the types of police agencies and explain the role of police in America within the context of a democratic society.
2. Describe means and methods utilized to ensure police accountability.
3. Explain the historical development of policing.
4. Describe the selection process for police officers.
5. Compare and contrast organizational structures, policies, strategies and tactics employed to ensure police effectiveness, efficiency and equity.

TEXTBOOK:

Policing, 3rd, Worall/Schmallegger, Pearson

COURSE CONTENT

A general description of lecture/discussion topics included in this course is listed in the Learning Objectives section of this syllabus.

Students in all sections of this course will learn the following content:

1. Origins and Evolution of American Policing
2. Policing in the American Context
3. Law Enforcement Agencies and Their Organization
4. Becoming A Cop
5. Police Subculture

6. Police Discretion and Behavior
7. Core Police Functions
8. Community Policing and Community Involvement
9. Policing in the Modern Era
10. Policing and the Law
11. Civil Liability and Accountability
12. Deviance, Ethics, and Professionalism
13. The Use of Force

Greetings and Welcome to CRIJ2328!

My name is Katie Ferris and I will be your instructor for this semester! My passion for Criminal Justice was born when I attended my first CJ classes at the University of Arkansas – Community College at Hope after high school. I hope that taking the CRIJ courses here at Panola College will spark your passion for it as well.

My office is located on the main campus in Carthage, I am on the 2nd floor of the Student Center, I am one of the Academic Advisors. You can reach me via email and/or Canvas message and I will respond to you within 24 hours (*please see “Communicating with Instructor” below*).

I am looking forward to working with you this semester!

MY EXPECTATIONS OF YOU IN THIS COURSE:

- Be respectful of your course mates
- Be professional
- Be responsible
- Submit your work on time
- Follow assignment directions

CLASSROOM ETIQUETTE: Students are expected to be respectful of other students’ viewpoints when corresponding via email or the discussion board. Comments and language should be appropriate for a college community classroom. The instructor may edit or delete inappropriate comments posted in course tools.

ONLINE COURSES: Online classes are very different from traditional face-to-face classes in terms of how the material is presented, the nature of the interaction among class members, and the overall learning experience. Canvas is used as the Learning Management System (LMS) for this online course. This course is organized by Modules to assist in facilitating your learning.

SUBMITTING COURSEWORK: Course work will be submitted via the assignments links in your Canvas system, unless otherwise instructed.

CLASS ANNOUNCEMENTS: Announcements are posted weekly (on Mondays at 8:00AM) and as needed to keep everyone informed. **You are required to check the Announcement area each time you log into Canvas.** You should also check your Panola College student email account frequently for important information from different campus departments.

Each time a module opens, I will have an announcement to coincide with the module to give any special instructions that may accompany assignments for that module.

***NOTE*:** Please check for Announcements and your Inbox each time that you log in to Canvas. Students are responsible for information and instructions sent via Canvas messages and posted in the Announcements in the course.

SYLLABUS AND ASSIGNMENTS: Please review the course syllabus, assignment instructions, and student expectations. Class assignments and readings are posted for each module. Also, check the Course Content Section (By Module) daily/weekly to make sure that you are not missing important assignments.

Please check the course content section, syllabus, and assignment instruction section for more information.

COURSE WEIGHTS: *This is the breakdown of how your final grade will be calculated for this course.*

Comprehensive Final Exam: 25%

Your Final Exam will cover material from the entire semester, and will be administered in week 15-16. This includes: items covered in quizzes, discussions, videos, and lectures. *THIS IS A REMOTELY PROCTORED EXAM.* Missing an exam is unacceptable. There will be no make-up exam. Exams will be administered by the instructor, the testing center or through the online proctoring system (requires a webcam/microphone). It will only be available the days posted, and cannot be given early. The final can be taken online or in person at an approved testing center. If a student has had suspicious activity during the midterm exam, the final will be required to be taken in person and not be available for online proctoring.

Midterm Exam: 25%

Your Midterm Exam will cover material from the first 7 weeks of the semester, and will be administered in week 8. This includes: items covered in quizzes, discussions, videos, and lectures. *THIS IS A REMOTELY PROCTORED EXAM.* Missing an exam is unacceptable. There will be no make-up exam. Exams will be administered by the instructor, the testing center or through the online proctoring system (requires a webcam/microphone).

Weekly Class Participation/Assignments: 25%

Weekly you will have a video/presentation lecture and quiz, chapter quiz, and a discussion question assigned. Depending on topics covered, there may be more assigned in a given week. All of those grades combined will make up your "Class Participation/Assignments" grade. Participation in lectures, discussions and other activities as assigned will not be accepted after the posted due date but will be available for student learning. Weekly quizzes will be 10 questions, with a 20-minute time limit; *these will be open book and open notes.*

Semester Paper/Project: 15%

For this course, students who qualify will perform ride alongs with municipal and county law enforcement that has been approved by the instructor. Students will be responsible for competing the requirements for each department and scheduling their ride along. Students will ask the officer that they are riding with specific questions and draft a set of reflections (that will be due throughout the semester), then submit a final paper/project at the end of the semester.

Students who are not eligible due to one or more reasons, will complete the alternate assignment.

There will be assignments throughout the semester to correlate with the final submission. Each of these items will count as an individual grade for the assignment; and will give you constructive feedback on things to correct on your paper/project to improve your overall grade on the paper/project at the end of the semester.

Unit Assignments: 10%

For this course, you will have 5 units of study: Foundations, A Career in Policing, On the Job, Legal Issues, and Challenges. At the end of each unit, you will have a Unit Quiz that will cover the chapters within that unit. *These unit quizzes will be remotely proctored.*

ASSIGNMENT INSTRUCTIONS: You will have weekly quizzes, weekly discussion questions, a semester paper/project, 5 proctored unit quizzes, a proctored midterm exam, and a proctored final exam. Thus, it is imperative that you not only look for your assignments within the to-do list but check the assignment thread as well.

WEEKLY: You will cover a new Module, each Monday at 12:00AM the next module will become available, and the following Sunday at 11:59PM the current module will close. Each week you will have a reading assignment (usually 1 textbook chapter), lecture from instructor (either video or presentation), a discussion question assignment, and a non-proctored quiz. Throughout the semester, there may be additional assignments in the weekly modules as deemed necessary by the instructor.

EXAMS & QUIZZES: You will have weekly timed quizzes, covering the module for that week. You will have a total of 7 exams, all of which will be remotely proctored. **You may use your notes from lectures and/or books or chapter test preps for all weekly quizzes. You will not be permitted to use study materials for the proctored exams.** You may not take the Midterm and Final exams early, that is against Panola College policy.

Any student caught cheating on an online exam or academic testing irregularities with the remote proctor will lose their privilege to test online for the rest of the semester in **all online courses**. The student will then be required to go to the Carthage Academic Testing Center for any future exams that semester.

Students will be required to follow all rules and procedures as defined by the instructor for testing online. Students will be required to take a practice exam and pass it correctly with instructor approval before testing online. When students test online using the proctoring system, the exam will be graded, video of testing will be reviewed and if any rules or procedures of testing or any act of suspicious activity is found by the instructor, the student will be required to attend the testing center for the remainder of their exams, and credit for the exam will not be given, resulting in a zero with no retake allowed. The student will be reported as an academic irregularity and submitted to the Online Learning department as well as the dean.

When using a remote proctor for exams, **you MUST be dressed appropriately, sitting at a desk/table, alone and free of any and all distractions.** If you do not have an area of your residence or location to test in a suitable environment, please contact your instructor prior to the exam. During your proctored testing you will be required to conduct a complete room/desk scan, an incomplete room scan can result in instructor not reviewing the test, a grade of zero with no retake allowed, and student being required to take future exams in the Academic Testing Center on the Carthage campus.

LATE ASSIGNMENT POLICY: Assignments must be submitted on or before the due date. Late submissions will not be accepted. However, in rare or exceptional circumstances, I will consider requests for extensions on a case-by-case basis. If you believe you have a unique situation that may prevent you from submitting your work on time, contact me as soon as possible (preferably before the due date) to discuss potential arrangements.

ARTIFICIAL INTELLIGENCE (AI) POLICY: The use of artificial intelligence (AI) tools, including ChatGPT, is permitted in this course for students that wish to use it for Discussions ONLY. However, you *may not complete more than 20%* of an assignment using AI. **Students must also cite AI-generated material that informs the reader which part of their assignment was AI generated work.** The use of AI is not permissible on the final semester writing assignment or any subsequent assignment associated with it. Using an AI tool to generate content without proper attribution qualifies as academic dishonesty.

Use of generated AI Permitted under some classroom circumstances with permission **AND PROPER CITATIONS.**

ACADEMIC DISHONESTY: Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

(i) “Cheating” includes, but is not limited to:

- copying from another student’s test paper;
- using during a test, materials not authorized by the person giving the test;
- failure to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed “crib notes”. The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
- using, buying, stealing, transporting, or soliciting in whole or part the contents of an un-administered test, test key, homework solution, or computer program;
- collaborating with or seeking aid from another student during a test or other assignment without authority;
- discussing the contents of an examination with another student who will take the examination;
- divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructor has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
- substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course related assignment;
- paying or offering money or other valuable thing to, or coercing another person to obtain an un-administered test, test key, homework solution, or computer program, or information about an un-administered test, test key, homework solution or computer program;
- taking, keeping, misplacing, or damaging the property of Panola College, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and,
- misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

(ii) “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.

(iii) “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

TECHNICAL SKILL REQUIREMENTS: *To be successful in this course you will have to:*

- Use a web browser
 - *(FYI: Canvas runs most smoothly with Google Chrome; Edge/Safari is not supported by Canvas)*
- Use MS Word (available in Panola College Computer Labs) or Google Docs
- Access and use the Canvas Learning Management System
- Use messaging within Canvas to communicate with your instructor
- Send an email attachment
- Download appropriate files
- Upload files to Canvas
- Use MS PowerPoint or Google Slides

COMMUNICATING WITH INSTRUCTOR: Students should use Canvas messaging to communicate with the instructor. Email is preferable to telephone calls except in emergencies.

If you are not able to contact me using Canvas messaging, you may use my Panola email address: kferris@panola.edu. If you must send emails to my Panola College email address, the subject line must be "CRIJ2328". When using this address, please include the proper subject line and your name in the email.

I will attempt to respond to all Canvas messages and/or emails within 24 hours (Monday-Friday). Online courses are intended to be comparable to face-to-face courses and interaction with the instructor is essential. However, the instructor has specific work hours on campus and may not be immediately available.

ACCOMMODATIONS AND DISABILITY SUPPORT: If you have a disability, including a learning disability, for which you request disability support services/accommodation(s), please contact Stacy Gee with Disability Support Services office in Student Services so that the appropriate arrangements may be made. She can be reached via email at sgee@panola.edu or via phone at 903-693-2046. In accordance with federal law, a student requesting disability support services/accommodation(s) must provide appropriate documentation of his/her disability to the Disability Support Services counselor. In order to assure approved services, the first week of class, diagnostic, prognostic, and prescriptive information should be received 30 days prior to the beginning of the semester that services are requested.

PREGNANT/PARENTING POLICY: Panola College welcomes pregnant and parenting students as a part of the student body. This institution is committed to providing support and adaptations for a successful educational experience for pregnant and parenting students. Students experiencing a need for accommodations related to pregnancy or parenting will find a Pregnancy and Parenting Accommodations Request form in the Student Handbook or may request the form from the course instructor.

STUDENT ABSENCE DUE TO RELIGIOUS OBSERVANCE: Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second-class meeting of the semester.

STUDENT ABSENCE FOR SCHOOL-SPONSORED EVENTS AND ACTIVITIES: If you intend to be absent for a school-sponsored event or activity, you must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Student Standards of Academic Conduct