

CRM 598-900 Senior Seminar Spring 2017

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Office Hours: Mondays and Wednesdays 10:00-11:00 a.m. and 12:15-1:00 p.m. Also by appointment.

Welcome to our course! This syllabus will provide you with important information concerning our course, university & classroom policies, required materials, my expectations of you, and what you can expect from me. Please take the time to read our syllabus thoroughly and let me know if you have any questions.

Course Description: This is the capstone course for majors in Criminology & Criminal Justice. Students in this course will examine contemporary policy, diversity, and ethical issues involving crime and justice in society. Students will complete a capstone paper that integrates coursework taken for the Criminology & Criminal Justice major.

Required Course Texts: We have two required textbooks, cited below.

Braswell, M., Miller, L., & Pollock, J. (2012). *Case studies in criminal justice ethics* (2nd ed.). Long Grove, IL: Waveland Press.

Kane, R.J. & White, M.D. (2013). *Jammed up: Bad cops, police misconduct, and the new york city police department*. New York, NY: New York University Press.

Student Learning Outcomes: Below are my projected learning outcomes for you as a student in this course.

The Department of Criminology & Criminal Justice is committed to six core learning outcomes for its students which you can read at:

http://criminology.missouristate.edu/undergraduate/Learning_Outcomes.htm

As follows, this course addresses all six of those learning outcomes:

- *SLO1: Students will demonstrate academic proficiency in the core criminal justice areas (law enforcement, law, and corrections).* Assignments that will assess this outcome include cases study analyses and your senior capstone paper.

- *SLO2: Students will be able to communicate effectively, orally and in writing, using appropriate references and technologies.* Our class includes several oral and writing assignments that will give you a chance to practice and develop these skills. The senior capstone paper and paper presentation will be our major assessments of this learning outcome.
- *SLO3: Students will be able to assess the basic quality of research in criminology and criminal justice publications and other media.* This outcome will be assessed through the senior capstone paper assignment.
- *SLO4: Students will be able to evaluate ethical issues related to the criminal justice system and criminology.* Assignments such as case study analyses and the senior capstone paper will assess this learning outcome.
- *SLO5: Students will identify issues of diversity and human rights in relation to the workings of the criminal justice system and criminology.* This learning outcome will be assessed in several assignments such as the case study analyses, the interview assignment, and discussions concerning the speaker series reader.
- *SLO6: Students will employ critical thinking skills when evaluating issues in criminology and criminal justice.* This learning outcome will be assessed through the senior capstone paper, as well as the cases study analyses and discussions concerning the speaker series reader.

In addition to the student learning outcomes identified by our department, the following learning outcomes are specific to this course.

- *Students will engage in research, reflection, and practice concerning necessary information and skills connected to career preparation and initiation.* This learning outcome will be assessed through your career portfolio assignment.
- *Students will identify and address needs in their local communities as a way of practicing engaged citizenship, problem-solving, and cultural competency.* This learning outcome will be assessed through your community engagement assignment.

Classroom & University Policies: Below are important classroom and University policies. Please read carefully.

Attendance

Attendance in our class is tracked and scored. You will be given some time off from class to focus on assignments such as your capstone paper and community engagement hours, but when we hold a class session I expect everyone to be present. That being said, we all need some wiggle room from time to time. Everyone is therefore able to miss two scheduled class sessions without penalty. Please use these excused absences for things like illness or personal emergencies.

Late Work

Late work is not accepted in this class unless a specific hardship or emergency warrants an exception. Should an emergency occur that will impact your ability to submit an

assignment on time, please let me know right away. If I deem that the situation warrants an extension, accommodations will be made. Please note that it is important to me as an instructor that all of my students are given equal opportunities. Extensions will not be given without careful consideration and appropriate verification.

Final Grades

It is important to me that all of my students are treated equally, fairly, and given the same opportunities to earn points and achieve the grade that reflects their ability and effort. I therefore do not adjust final grades by curving, rounding up or down, or offering certain students extra credit opportunities that are not offered to all students. Once your final grade is accurately calculated, it is final and will not be adjusted or changed. Appeals and requests due to hardship need to be communicated to me at the time of the disabling or distracting event, not after your final grade has been calculated.

Communication

It is important to me that I have good communication with my students. Besides talking to me in person, email is the most efficient way to reach me. I work hard to respond to student emails within 48 business hours. If you do not hear back from me within two business days, please follow up with me.

Academic Integrity

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the University's academic integrity policy plus additional more-specific policies for each class. The University policy, formally known as the "Student Academic Integrity Policies and Procedures" is available online at http://www.missouristate.edu/policy/Op3_01_AcademicIntegrityStudents.htm and also at the Reserves Desk in Meyer Library. Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy. Any student participating in any form of academic dishonesty (as defined by the university) will be subject to sanctions as described in this policy. Please note that any person plagiarizing will receive a "o" for the assignment and risks the possibility of an "F" or "XF" for the course. This means that you must turn in original work created by you specifically for this course, as well as cite authors that you paraphrase or quote in your papers, assignments, and in our online discussion forums. If you have any questions about what constitutes academic dishonesty you need to ask me (your instructor) and/or refer to the University's policy. Please note that all of your written assignments will be run through Safe Assign in order to check for incidents of plagiarism and duplicate submission.

Statement of Nondiscrimination

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Institutional Equity and Compliance, Park Central Office Building, 117 Park Central Square, Suite 111, 417-836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department

Head. Please visit the OED website at www.missouristate.edu/equity/. It is personally important to me that we create a learning environment together where no student experiences discrimination due to sex, age, sexual and/or gender identity, race or ethnicity, religious affiliation, political affiliation, or economic status. Please work with me in cultivating and maintaining such an environment, and alert me quickly to any indication of discrimination in our class or campus.

Statement on Disability Accommodation

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Meyer Library, Suite 111, 417-836-4192 or 417-836-6792 (TTY), www.missouristate.edu/disability/contact.htm. Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, 417-836-4787, <http://psychology.missouristate.edu/ldc>.

Cell Phone Policy

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the university's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

Emergency Response Statement

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

Dropping a Class

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class,

you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520.

Audio and Video Recording Course Activity

Students may make audio or video recordings of course activity. However, the redistribution of audio or video recordings from the course to individuals who are not students in the class is prohibited without the express permission of the faculty member and any of the students who are recorded.

Religious Accommodation

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

Course Assignments & Grading: The following are brief descriptions of our major course assignments. You can find more detailed descriptions of our major assignments on our Blackboard course site. We will also discuss assignments together in class.

Career Portfolio: This assignment contains eight elements:

- ✓ Completion of a résumé, reviewed by the MSU Career Center
- ✓ Completion of a mock interview through the MSU Career Center and a self-review of the experience
- ✓ Completion of the Keirseley Temperament Sorter and a reflection essay
- ✓ Completion of the Thomas-Kilmann Conflict Style Assessment and a reflection paper
- ✓ Completion of two research reports on job opportunities related to criminal justice
- ✓ Completion of a self-care plan for the semester
- ✓ Completion of a Workview & Lifeview reflection
- ✓ Presentation of a "30 second commercial"

Community Engagement: A requirement of our department is that you focus on community engagement in the senior seminar course. To do this, you will all be required to conduct 16 hours of volunteer work in your community. I must approve your volunteer site ahead of time and you must have a supervisor verify your hours

using the timesheet I have provided for you. As part of this experience, you also need to create a presentation on your experience and the value of community engagement.

Quizzes: There will be six short quizzes in our course used to assess prior knowledge, as well as your completion of assigned readings. These will always be given in our class sessions and will not always be announced ahead of time.

Module Participation & Assignments: In eleven of our weekly modules we will engage in an online discussion forum. Participation points will be based on the quality of your required discussion posts, as outlined for each module. Be sure to check in to our course each week for information as to that week's online assignments.

Interview: For this assignment you will be interviewing someone different than yourself about their perception of the criminal justice system. More detailed instructions are provided on our Blackboard course site and will be discussed in class.

Self & Peer Reviews: You will provide feedback for five of your peers concerning their paper presentation. You will also write a self-assessment of your paper and paper presentation.

Capstone Paper & Presentation: A large part of your work this semester will be invested in creating a senior capstone paper. I will provide more information about this assignment on our blackboard course site and in class. In addition to your paper, you will also create a presentation to be shared with the class on your paper. You can find grading rubrics for both the capstone paper and presentation on our Blackboard course site.

Exit Survey: The Criminology and Criminal Justice Department administers an exit survey to all 598 students. The assessment provides useful information regarding our program. ALL CRM 598 students are required to complete the survey. We will complete this assignment together during finals week.

Grading Structure

A= 90%-100%

B= 80%-89.99%

C= 70%-79.99%

D= 60%-69.99%

F= Below 60%

Points Breakdown

Career Portfolio	80 points
Community Engagement	40 points
Quizzes (6 quizzes @ 5 points each)	30 points
Participation (11 modules @ 5 points each)	55 points
Interview	20 points
Self & Peer Reviews (6 reviews @ 5 points each)	30 points
Phase III (of capstone paper)	25 points
Phase IV (of capstone paper)	5 points
Capstone Paper	350 points
Paper Presentation	25 points
Exit Survey	10 points
Attendance	30 points
 Total Points	 700 points

Course Schedule

Below is a projected schedule for our course together; however, we may make adjustments as needed throughout the semester. **Please note that in each module I may assign additional supplemental reading not listed on this schedule.** Please note that participation requirements (such as discussion forums and in-class quizzes) are not listed here as assignments. You will need to log on to our blackboard course site regularly to find weekly participation requirements and quiz dates.

Module	Dates	Topic	Class Sessions	Readings	Major Assignments Due
Module 1	Tuesday January 17 – Sunday January 22	Getting Started	Wednesday: Syllabus and Introductions	(none)	Student Profile Sheet due Sunday January 22

Module 2	Monday January 23 – Sunday January 29	Stress & Self-Care in Criminal Justice Professions	Monday: Guest speakers Ms. Muse & Dr. Salinas will speak about prepping for graduation and the MSU graduate program. We will discuss the self-care plan assignment. Wednesday: Trauma literacy & reading discussion	Supplemental – to be provided	Self-Care Plan due Sunday January 29
Module 3	Monday January 30 – Sunday February 5	Preparing for Job Searching & Interviewing	Monday: You will give your “30 Second Commercial” to your peers and we will discuss the Workview/Lifeview assignment. Wednesday: Career Center Presentation with Dr. Wood	Supplemental – to be provided	30 Second Commercial due Monday January 30; Phase I & Workview/Lifeview Reflection due Sunday February 5
Module 4	Monday February 6 – Sunday February 12	Professionalism in Criminal Justice: Law Enforcement	Monday: Peer Support Teams; quiz Wednesday: Book discussion	Kane & White pages ix-37 & Braswell et al chapter 1	Community Engagement plan due Sunday February 12
Module 5	Monday February 13 – Sunday February 19	Phase II Meetings	Monday: No class - Phase II Meetings Wednesday: No class – Phase II Meetings Mock Interview Day is February 16	Kane & White pages 39-64	Phase II due Sunday February 19
Module 6	Monday February 20 – Sunday February 26	Professionalism in Criminal Justice: The Courts	Monday: No class – President’s Day Wednesday: Book discussion	Kane & White pages 65-85 & Braswell et al chapter 2	Résumé & Mock Interview Reflection due Sunday February 26
Module 7	Monday February 27 – Sunday March 5	Professionalism in Criminal Justice: Corrections	Monday: No class – paper work day Wednesday: Book discussion	Kane & White pages 87-121 & Braswell et al chapter 3	Phase III due Sunday March 5

Module 8	Monday March 6 – Friday March 10	Speaker Series	<p>Monday: No class (due to Thursday night’s speaker)</p> <p>Wednesday: Book Discussion – Questions for Dr. White</p> <p>Speaker Series Thursday March 9th Dr. White Meyer Library, Room 101</p>	Kane & White pages 123-171	
	Saturday March 11 – Sunday March 19	Spring Break			
Module 9	Monday March 20 – Sunday March 26	Professionalism in Criminal Justice: Juveniles	<p>Monday: Discuss phase IV & meet with peer support teams</p> <p>Wednesday: Career Research Reports</p>	Braswell et al chapter 4	Career Research Reports due Wednesday March 22 & Interview Assignment due Sunday March 26
Module 10	Monday March 27 – Sunday April 2	Cultural Differences in CJ Perceptions & Experiences	<p>Monday: Share interview assignments</p> <p>Wednesday: No class – paper work day</p>		Phase IV due Sunday April 2
Module 11	Monday April 3 – Sunday April 9	Conflict, Communication, & Temperament	<p>Monday: Conflict styles, TK assessment, & discuss Keirsey assessment</p> <p>Wednesday: reading discussion & peer support teams</p>	Supplemental – to be provided	Keirsey Reflection due Thursday April 6 & TK Reflection due Sunday April 9
Module 12	Monday April 10 – Wednesday April 12	Phase V Meetings	<p>Monday: No class – Phase V meetings</p> <p>Wednesday: No class – Phase V meetings</p>	(none)	Phase V due Wednesday April 12

	Thursday April 13 – Sunday April 16	Spring Holiday			
Module 13	Monday April 17 – Sunday April 23	Paper Work Week	Monday: No class Wednesday: No class		Senior Capstone Paper due Sunday April 23
Module 14	Monday April 24 – Sunday April 30	Paper Presentations/ Giving & Receiving Feedback	Monday: Discuss Presentations & Peer Review Process Wednesday: Paper Presentations		
Module 15	Monday May 1 – Sunday May 7	Paper Presentations/ Giving & Receiving Feedback	Monday: Paper Presentations Wednesday: Paper Presentations		Self-Care Reflection due Sunday May 7
Module 16	Monday May 8 – Thursday May 11	Paper Presentations & Community Engagement	Monday: Paper Presentations Wednesday: Paper Presentations		Community Engagement Timesheet & Report Thursday May 11
Finals Week	Wednesday May 17 from 11:00-1:00		Wednesday: Exit Survey		