

MISSOURI STATE UNIVERSITY
DEPARTMENT OF CRIMINOLOGY AND CRIMINAL JUSTICE
CRM 270.899 Internet Course
FALL 2018

INSTRUCTOR: Ms. Diane Leamy

OFFICE PHONE: (417) 836-4813

EMAIL ADDRESS: Dianeleamy@missouristate.edu

OFFICE: STRONG HALL 221

OFFICE HOURS: Tuesdays: 8:30-10:30am, 12:45-1:45 Thursdays: 8:30-10:30am

I am more than happy to meet with you during my office hours or outside of these hours. Please contact me by email or phone to make arrangements for an alternative time. If leaving a voice mail request for an appointment, make sure you leave your name and phone number. Phone interviews can also be arranged for those living in the area as well as out of town. I am more than willing to contact you in evenings and on weekends by phone if you would like to discuss your progress in the course.

COURSE COMMUNICATION: Email is the best format for correspondence when you are unable to meet with me in person. I attempt to answer all emails within 36 hours (including weekends). When requesting information about an assignment, please be as specific as possible. In order to expedite your request, put the course number in the 'Subject' area of the email (CRM 270.899). If you do not hear from me within that time period, please resend your initial email.

Please follow the policies below for emails/voicemails:

1. All correspondence is to be from the student's Missouri State University email address.
2. When addressing your email or voicemail, please refer to me as Ms. Leamy.
3. Do not use texting terms when writing emails.
4. If it has been 36 hours and you have not heard from me, please resend your email.
5. Your voicemail should indicate the date and time you left a message. Indicate your name and note you are a student in CRM 270.899. If you are requesting a return phone call, make sure you indicate your area code and phone number. If I have not returned your request within forty-eight hours, please follow up with an email.

COURSE COMMUNICATION ETIQUETTE: There will be numerous opportunities for you to interact with your classmates and me through Blackboard. In order to assure an appropriate learning environment, I have developed the following guidelines:

- a. Students will not use foul language or text language when interacting on Blackboard.
- c. Students will use complete sentences and follow grammar rules when posting on Blackboard.
- d. Students will show classmates respect when disagreements are evident. Opinions are important and to be shared, but in a respectable manner. As students at MSU, the practice of ethical leadership should be exhibited in the classroom setting.
- e. Students are to contact me if they have any issues concerning Blackboard content from students in the course.
- f. Students are to contact me if they have any questions or issues regarding the course assignments or course content.

COURSE MEETING: Internet: Check Blackboard at least twice weekly for assignments and due dates.

All documentation outside of the textbook will be provided on Blackboard. Please follow the syllabus and the weekly assignments posted on Blackboard. In order to be successful in this course, you need to check in regularly on blackboard. When completing exams, be sure to have a reliable internet source which won't interrupt your connection. Information regarding the various Blackboard tools and how to submit on Blackboard is available at: <https://experts.missouristate.edu/display/KB/Blackboard+for+Students>

If you have any issues with Blackboard, contact the Help Desk for assistance (417-836-5891 or HelpDesk@MissouriState.edu). If you are disconnected from an exam, contact the Help Desk and myself immediately. Students will only be provided the time left when they were disconnected. In addition, all questions previously answered will be counted. The best way to avoid being disconnected is to complete the exam at a computer which can handle the time needed for an exam. If you are in Springfield, I strongly suggest the Cheek Hall computer lab. Students who are disconnected more than once may be asked to take the exam at a computer lab for the next exam.

REQUIRED TEXT:

Integrated EBook: *Introduction to Corrections, Robert D. Hanser* e-texts ISBN: 9781506346427, 1506346421 (Must be the integrated version which will be used for assignments).

Note: Students may order the INTEGRATED e-book to own or rent. Sage also provides other options which include the integrated e-book and a loose leaf copy of the text. Please contact the book store or me if you have any questions.

COURSE DESCRIPTION:

The purpose of this course is to critically examine the various governmental and societal responses to criminal behavior within our country. The student will study the history, philosophies and practices of American corrections and evaluate the effectiveness of present correctional programs and services.

NOTE: PLEASE understand that some information, language and activities presented in readings and videos may be offensive at times due to the subject matter. Let me know if you need more information or have questions about course content.

COURSE OBJECTIVES:

1. To examine different perspectives, influences and theories related to the treatment and punishment of criminals past and present.
*Students will complete readings and be provided test questions regarding the topic.
2. To study the structure, programs and operations of correctional institutions within our country.
*Students will be tested on the material after reading the resources in the unit.
3. To examine and evaluate programs which assist the offender in the community.
*Students will read a journal article on a program and provide a summary and critique.
4. To examine the impact of race, ethnicity and gender on sentencing and the offender experience in corrections.
*Students will be assigned discussion questions and assignments regarding these issues.
5. To understand the role, requirements and ethical issues related to a professional who works in corrections.
*Students will write a discussion board response about the requirements and ethical issues regarding correctional professionals.
6. To examine a new correctional officer's socialization, expectations and experiences during their first year.
*Students will read a chapter from their text and complete a case study on this topic.

COURSE REQUIREMENTS:

Active Participation: All students are to be active participants in this course. In order to be successful in an internet course, you must frequent the course website and complete your assignments by the deadline. Students are to communicate with respect and civility--in alignment with section 2.4 of the Missouri State Code of Students' Rights and Responsibilities, all class communication must follow those guidelines to remain productive. I strongly encourage students to express their opinion but also be respectful of other students and their opinions when responding to discussion boards. When assigned discussion boards, students should not wait to the last minute due to the lack of ability for other students to comment on your post. All content of the initial post is due the day prior to the due date of the discussion board with three responses. Discussion boards without student responses will obtain a maximum of half credit. Please review the 'getting started' and your notes for further information.

Posting: The course is organized into four parts which include weekly units. Each unit is organized by a chapter which is included in your textbook. Under the weekly units, you will be advised of the activities for the week. Be sure to check regularly for any changes or additions. Please make sure you complete all additional readings and view the assigned videos. The additional information is provided to help you understand the topics and concepts being discussed in each unit. Materials marked 'FYI' are provided as a resource and will be included in exams. Exam questions include book material as well as the additional readings, sources and the assigned materials in the integrated e-book.

Assignments/Discussion Boards/News and Views/Quizzes: Readings and activities for each topic will be posted weekly. Students will be assigned a variety of assignments related to the topics discussed. Assignments descriptions and rubrics will be posted on Blackboard. Discussion boards will be posted and vary in points possible. Some boards will be used to debate issues related to the topic being discussed. ALL assignments and discussion boards are to be posted on blackboard. It is the student's responsibility to make sure the document is posted in a timely and readable manner. *Total points possible: 200*

Exam Information: Students will complete four exams throughout the semester (50 points each). The final exam is exam four and is not comprehensive. Exams include objective and true/false questions. All activities included for the unit (text readings, videos and outside readings) will be considered for exam questions. It is strongly suggested you prepare weekly for the exam. Read the chapter, review the PowerPoints, complete the study guide and all assignments. Students will be assigned graded exercises and assignments to assist in their comprehension. The exams are timed at 60 minutes and are posted on Blackboard. *Total points possible: 200*

NOTE: Make-ups will only be given in extenuating circumstances such as a medical emergency or family emergency with documentation. Students completing a make-up may be asked to complete a different format of the exam. The instructor reserves the right to reduce the points available based on the students reasoning for missing an exam without extenuating circumstances. The student should contact the instructor one week prior to the exam to see what accommodations are needed. It is your responsibility to make sure you have found a computer which can handle the time limit and computer power needed (for exams on the internet). If you believe your residence is not a good place to take your exam, make arrangements to take your exam at a public library or university close to your residence. If you are a Springfield student, there are various labs in campus buildings as well as in the M.S.U. library which offer good internet connections. It is your responsibility to notify me in advance when at all possible if you are going to miss an exam. Permission to take late exams is to be provided in advance whenever possible and any excuses are at the discretion of the instructor. The instructor may also reduce the points possible if the circumstances are not extenuating. Make-ups must be within 48 hours of the exam in most cases.

Course Grading:

Assignments/Discussion Boards	200 possible points
Exams: 50points each	200 possible points

Total possible points: 400

A=360-400 B=320-359 C=280-319 D=240-279 F=below 239

University Policies

ACADEMIC DISHONESTY:

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 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.

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.

DISABILITY ACCOMMODATIONS:

If you are a student with a disability and anticipate barriers related to this course, it is important to request accommodations and establish an accommodation plan with the University. Please contact the Disability Resource Center (DRC) (www.missouristate.edu/disability), Meyer Library, Suite 111, 417-836-4192, to initiate the process to establish your accommodation plan. The DRC will work with you to establish your accommodation plan, or it may refer you to other appropriate resources based on the nature of your disability. In order to prepare an accommodation plan, the University usually requires that students provide documentation relating to their disability. Please be prepared to provide such documentation if requested. Once a University accommodation plan is established, you may notify the class instructor of approved accommodations. If you wish to utilize your accommodation plan, it is suggested that you do so in a timely manner, preferably within the first two weeks of class. Early notification to the instructor allows for full benefit of the accommodations identified in the plan. Instructors will not receive the accommodation plan until you provide that plan, and are not required to apply accommodations retroactively.

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 www.missouristate.edu/safetran/51597.htm and 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. The Academic Calendar can be used for further information regarding important dates: <https://www.missouristate.edu/registrar/catalog/calendar.htm>

DROP DATES/REFUND INFORMATION:

Last Day to Drop Full Semester Classes at 100% Credit/Refund: August 24, 2018

Last Day to Drop Full Semester Classes at 75% Credit/Refund: August 31, 2018

Last Day to Drop Full Semester Classes at 50% Credit/Refund: September 17, 2018

Last Day to Drop Full Semester Classes at 25% Credit/Refund: October 17, 2018

Last day to Drop or Withdraw, declare Pass/Not-Pass, and Change to or from Audit for Full Semester Classes: **November 9, 2018**

AUDIO AND VIDEO RECORDING POLICY:

Students who wish to record lectures or class activities for study purposes should inform the faculty member first. Distribution or sale of recordings or other course materials is prohibited without the written permission of the instructor and other students who are recorded. Distribution without permission is a violation of copyright law and the Code of Student Rights and Responsibilities (Sections 4.6, 4.8, 4.9).

RELIGIOUS ACCOMODATION:

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.

MENTAL HEALTH CONCERNS:

As a student you may experience a range of personal issues that can impede learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. You can learn more about free and confidential Missouri State University Counseling Center services available to assist you at counselingcenter.missouristate.edu.

TITLE 9 POLICY:

Missouri State University has a policy that includes the prohibition of sex discrimination, sexual violence, sexual assault, sexual misconduct, sexual harassment, domestic and dating violence, and stalking, as well as an operating policy that guides our response to any such alleged violation. These policies (G1.31 Prohibition of Sex Discrimination, Sexual Harassment, Sexual Assault, Dating and Domestic Violence, and Stalking and Op1.02-11 Sex Discrimination Policy and Investigative Procedures) can be accessed from the MSU Title IX website at www.missouristate.edu/titleix/. This website is also a good resource for any questions or issues involving Title IX and contains contact information for the MSU Title IX Office and staff.

If an MSU student discloses a Title IX related issue to a MSU faculty or staff member who is deemed to be a “**Responsible Employee**” under the policy, that faculty or staff member is “an employee of the university who/whom i) has the authority to take action to redress sex discrimination, sexual violence, sexual harassment, sexual assault, dating and domestic violence and/or stalking, ii) has been given the duty of reporting incidents of sex discrimination, sexual violence, sexual harassment, sexual assault, dating and domestic violence and stalking or any other misconduct to the Title IX Coordinator or other appropriate university designee, or iii) a student could reasonably believe has the authority or duty to report instances of sexual violence, sexual harassment, sexual assault, dating and domestic violence and stalking. Note that any mental health clinician of the university **Counseling Center** or any employee or staff member of the **Magers Health and Wellness Center** are **not Responsible Employees** under this policy.

CHOSEN NAME POLICY:

A student may choose a name other than their legal name to identify themselves at Missouri State University. A chosen name is different than the student’s legal name. Refer to the [Chosen Name policy](#) for more information. Students can provide their chosen first and middle names in the *Profile* tab of [My Missouri State](#).

DO’S AND DON’TS:

- *Put your name on all assignments which are posted as a journal or safe assignments (no need for course number or course name).
- *When responding to students on a discussion board, use their *first name* in the response.
- *Do check Blackboard on a regular basis, view assigned videos and other related materials.
- *Do check blackboard/emails for announcements and assignments. Complete assignments weekly.
- *Do email assignments only if Blackboard does not work. To be accepted for a grade, the student must contact the instructor or the Computer Help Desk to see if there is a problem with the site or the student’s computer! Student is to immediately notify me of the issue.
- * READ!!!!!! Ask if you don’t understand the material in the text or other resources.

Note: The instructor reserves the right to amend topics, assignments, point distribution, classroom policies and test dates as needed. Any changes will be provided via blackboard and/or email.

All course content will be found under the unit and week number on Blackboard! Assignment descriptions and rubrics will be posted by the beginning of each week. All assignments must be turned in through Blackboard.

COURSE SCHEDULE:

<i>Week</i>	<i>Topic/Assignments</i>
<i>Unit 1</i>	
1- 8/20	Course Introduction, Video, Discussion Board 1
2- 8/27	Ch. 1, History and Defining Corrections, Quiz 1
3- 9/3	Ch. 2, Correctional Philosophies and Sentencing Options, News and Views
4- 9/10	Ch. 3, Correctional Law and Liabilities/ Exam 1 (9/14-9:00am-9/15-closes at 3:00pm)
<i>Unit 2</i>	
5- 9/17	Ch. 4, The Jail, Discussion Board 2
6- 9/24	Ch. 5 and Ch. 15, Probation and Parole (Selected Pages), Quiz 2
7- 10/1	Ch. 6, Intermediate Sanctions/ Exam 2 (10/5-9:00am-10/6-closes at 3:00pm)
<i>Unit 3</i>	
8- 10/8	Ch. 7 and Ch. 8 (Selected Pages) Design and Classification, Quiz 3
Fall Break 10/11-10/12-Midterm grade for Units 1 and 2	
9- 10/15	Ch. 9, Prison Subculture, Discussion Board 3
10- 10/22	Ch.10, Female Offenders, Exam 3 (10/26-9:00am-10/27-closes at 3:00pm)
11- 10/29	Ch. 11, Specialized Inmate Populations, News and Views
12- 11/5	Ch. 12, Juvenile Corrections, Quiz 4
13- 11/12	Ch. 13 and Ch. 14 (Selected Pages) Administration and Programs, Discussion Board 4
14- 11/19	Exam 4 (Will be posted Sunday (11/18) at 9:00am-closes Monday (11/19) at 1:00pm) Thanksgiving Holiday
15- 11/26	Ch. 16, Death Penalty, Discussion Board 5
16- 12/3	Ch. 17 Issues and Trends, Quiz
<u>FINAL:</u>	<u>Careers in Corrections Assignment due December 10 at 11pm</u>