



**OWENS**  
COMMUNITY COLLEGE

**Course Syllabus**  
**SEMESTER**

**School of Business, Hospitality Management, and Public Safety**

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|----------------------------------------|-----------------------------------------|
| <b>Course Name:</b>                    | <b>Introduction to Criminal Justice</b> |
| <b>Course &amp; Section Number:</b>    | <b>CJS101-XXX</b>                       |
| <b>Meeting Day(s) &amp; Time(s):</b>   | <b>3</b>                                |
| <b>Credits:</b>                        |                                         |
| <b>Contact Hours:</b>                  |                                         |
| <b>Text:</b>                           |                                         |
| <b>Instructor's Name:*</b>             |                                         |
| <b>Office Hours &amp; Location:</b>    |                                         |
| <b>OCC Phone:</b>                      |                                         |
| <b>OCC Email:**</b>                    |                                         |
| <b>Additional Contact Information:</b> |                                         |

\*Please call me NAME ; it is my preferred name. If you have a preferred name, please let me know so I can use it. (Optional)

\*\*Please use only Owens' email for course communications.

**Catalog description:**

Addresses the philosophical, historical, and operational aspects of the criminal justice system and the challenges to the system by world terrorism. Emphasis is on the three major components of the system: police, courts, and corrections. Also examines career paths and opportunities in the criminal justice profession.

**Prerequisite/Corequisites:**

None

### Course Materials:

There are two required textbooks for this course:

Rennison, C. M. & Dodge, M. (2022). *Introduction to Criminal Justice: Systems, Diversity, and Change* (5<sup>th</sup> ed.). Sage: Thousand Oaks, CA. ISBN 13: 9781544398730

Johnston, C. H. (2019). *Careers in Criminal Justice* (2<sup>nd</sup> ed.). Sage: Thousand Oaks, CA. ISBN 978-1-5063-6395-0

*If a print book, e-book, or access code is required for class, you can access the Owens Community College e-Campus Bookstore by accessing the online link, called “Find Books” on the course schedule for each course section. See the example below.*

**OER and Owens Community College Library Resources** (Open Educational Resources are free online materials for instructor and student use. Some OER material may be available in print in the Owens Community College Library.)

**Inclusive Access (I.A.) Materials** are included in the cost of the course to save students money through lower negotiated rates with publishers. Courses containing I.A. materials will have it noted on the online class schedule. If your course includes I.A. digital materials, you will receive an email with subject line, “Your inclusive Access Materials,” and it will include any codes or digital links.

The email will come to your Owens Community College email from the Owens e-Campus Bookstore on the first day of class, if not before. Be sure to check your spam (junk email) if you do not find it in your inbox. If the email is not in your inbox or spam folder, contact your instructor immediately. You may also see a folder at the top of your course labelled “Course Materials by eCampus.” This folder will contain any needed codes or links to needed materials.

If the I.A. materials also include a printed book or are in print form, the item will be shipped to your address of record automatically based on your enrollment in the course. Please note that some courses do not include printed materials in I.A and those materials would need to be purchased separately using the link on the course schedule. When you access the Find Books link you will see which items in a course are included in I.A.

## What You Will Learn in the Course

### Course Objectives:

Course will...

1. ...introduce crime in America – criminal justice, the crime picture, causes, and criminal law.
2. ...illustrate policing in America – history, structure, purpose, organization, legal aspects, issues, and challenges.
3. ...illustrate American criminal/civil adjudication – court structures, pretrial activities,

criminal trials, and sentencing.

4. ...illustrate corrections in America – probation, parole, community corrections, prisons, jails, and institutional life.
5. ...examine special issues in American criminal justice – juvenile justice, drugs and crime, terrorism, multi-national criminal justice, cybercrime, and future criminal justice.

### Student Learning Outcomes:

Students will:

| Outcome                                                                                                                                                                                                                                                           | Where Assessed                                                                                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. ...discuss how and why laws are made and how justice can mean protection from the power of the state to some people and vengeance to others.                                                                                                                   | Mid-term exam; Final project presentation; Class participation; Final exam.                                                                                                                 |
| 2. ...apply the U.S. Constitution and criminal law to various criminal situations.                                                                                                                                                                                | Mid-term exam; Final project presentation; Class participation; Final exam.                                                                                                                 |
| 3. ...explain the historical development of policing; describe law enforcement agencies at the federal, state, and local levels; explain issues related to police administration; and discuss the due process and legal environments surrounding police activity. | Semester-long project (Student bio, resume, LinkedIn page, meet with advisor); Mid-term exam; Career path research papers x 3; Class participation; Final exam.                             |
| 4. ...explain an overview of American courts, including their history and present structure, and examine the multifaceted roles played by both professional and lay courtroom participants relative to criminal and civil sentencing.                             | Semester-long project (Student bio, resume, LinkedIn page, meet with advisor); Mid-term exam; Career path research papers x 3; Final project presentation; Class participation; Final exam. |
| 5. ...explain the development of probation, parole, community corrections, and imprisonment as correctional philosophies in America.                                                                                                                              | Semester-long project (Student bio, resume, LinkedIn page, meet with advisor); Mid-term exam; Career path research papers x 3; Final project presentation; Class participation; Final exam. |
| 6. ...compare and contrast different societal backgrounds (social, economic, sexual orientation, culture, race, religion, generations, etc.) and crime in America.                                                                                                | Mid-term exam; Final project presentation; Class participation; Final exam.                                                                                                                 |
| 7. ...identify the fundamental steps in the                                                                                                                                                                                                                       | Semester-long project (Student bio, resume,                                                                                                                                                 |

| Outcome                                                                                                                                                                                           | Where Assessed                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| criminal justice system.                                                                                                                                                                          | LinkedIn page, meet with advisor); Mid-term exam; Final project presentation; Class participation; Career path research papers x 3; Final exam. |
| 8. ...evaluate future challenges for American criminal justice relative to juvenile justice, drugs and crime, terrorism, multinational criminal justice, cybercrime, and future criminal justice. | Mid-term exam; Final project presentation; Class participation; Final exam.                                                                     |

### Program Outcomes:

The following program outcomes are assessed in this course

| Outcome                                                                                                                             | Where Assessed                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| Identify and propose ethical solutions to the problems/issues encountered within the various venues of the criminal justice system. | Semester project; Career path research papers; Class discussions; Exams |
| Examine, evaluate, and apply policies and practices within the criminal justice system.                                             | Semester project; Career path papers; Class discussions; Exams          |
| Implement fair and ethical values through empathy and compassion for the good of the community at large.                            | Semester project; Career path papers; Class discussions; Exams          |
|                                                                                                                                     |                                                                         |

### Institutional General Education Competencies:

As a student at Owens Community College, you will take General Education courses as part of your degree program. While specific to the General Education courses, will be reinforced in many of your degree program major courses and may be measured in your capstone course(s) and others as identified.

| Competency                                             | Where Assessed                                              |
|--------------------------------------------------------|-------------------------------------------------------------|
| Communicate effectively.                               | Class discussion; Final project presentation.               |
| Act with professional responsibility.                  | Class discussions; Career path papers; Final project.       |
| Demonstrate sensitivity to others' beliefs and values. | Class discussions; Career path papers.                      |
| Think analytically, critically, and creatively.        | Class discussions; Career path papers; Final project; Exams |

## Academic Support

**Disability Services Resource Center:** If you have a disability or acquire one, you may be entitled to receive reasonable accommodations intended to assure you an equal opportunity to participate in and benefit from the program. To receive more information or to register for accommodations, please contact the Disability Resource Center at 567-661-7007, email [disability@owens.edu](mailto:disability@owens.edu), visit <https://www.owens.edu/disability/>, or stop by College Hall 124.

**Tutoring Services:** Owens Community College offers academic tutoring and assistance in a variety of subjects including: accounting, computing, economics, mathematics, science, and writing. For more information go to: <https://www.owens.edu/successcenters/>.

**Counseling Services:** Counseling Services provides assistance to students experiencing personal, educational, interpersonal/relationship, family, social, or psychological difficulties. If you feel you may benefit from this service, please contact them at [counselingservices@owens.edu](mailto:counselingservices@owens.edu). More information is at <https://www.owens.edu/counseling/>.

**Campus and Community Connections:** The Center for Campus and Community Connections (College Hall 123) is a walk-in office created to provide retention support through resource stability initiatives and community connections. Go here for more information: <https://www.owens.edu/connection/> or contact [connections@owens.edu](mailto:connections@owens.edu)

**Owens Library:** The Owens Library offers two locations (Toledo and Findlay) as well as online resources. For more information visit <https://www.owens.edu/library/>.

\*\*\*Students can find more information on campus resources, student support, student life, and security at this [link](#).\*\*\*

## General Information

**Student Code of Conduct:** All students are expected to follow Owens Community College's [Student Code of Conduct](#), which includes academic honesty, encompassing plagiarism. See the [Board Policy](#) for more information.

**Anti-Discrimination and Harassment & Title IX/Sexual Misconduct:** All students, faculty, and staff are expected to follow Owens Community College's [Anti-Discrimination and Harassment Policy](#) and the College's [Title IX Policy](#)/Sexual Misconduct Procedures and Guidelines. The College strictly prohibits and will not tolerate harassment, discrimination, intimidation, or hostile/offensive working or learning environments.

**Religious Accommodations:** A student seeking an accommodation for an absence permitted under Ohio's Testing Your Faith Act must provide the instructor with a written email notice with the specific dates for an absence, and must do so not later than fourteen (14) days after the first day of instruction. Alternative accommodations are not retroactive, and no academic penalty will be imposed for an absence under the policy\*. The request for an alternative accommodation will be kept confidential. Students with questions about a religious accommodation under Ohio's Testing your Faith Act may contact the College's Office of Academic Affairs: [provost@owens.edu](mailto:provost@owens.edu).

The policy may be found on the Owens website: [3358:11-2-63 Accommodation](#) for a Student Absence for the Observance of Religious Beliefs and Practices Policy

**Document Collection:** Throughout the semester, your instructors may ask for a variety of assignments including tests and/or quizzes for student learning of institutional general education competencies or program assessment. Please save all your class materials until the end of the semester.

**Classroom Admittance:** OCC classes shall only be attended by officially registered OCC students or perspective students, instructor of record, guest lecturer, or substitute. Visitors are not permitted to be in the classroom and should not be invited to attend or participate in the class. See [FERPA](#) regulations for more information.

**Use of AI Tools:** This course permits you to use artificial intelligence (AI) tools, such as chatbots, text generators, paraphraser, summarizers, or solvers, to get guidance on assignments, as long as you do so in an ethical and responsible manner. Essentially, you can think of these tools as ways to help you learn but not to entirely create work for assignments like discussion board posts, essays, presentation slides, and so on. AI is more like your tutor or TA, not a replacement for your independent thinking.

This means that you must:

- Not use AI tools to replace your own thinking or analysis or to avoid engaging with the course content.
- Cite or explain any AI tools you use. Provide the name of the AI tool, the date of access, the URL of the interface, and the specific prompt or query you used to generate the output.
- Be transparent and honest about how you used the AI tool and how it contributed to your assignment. Explain what you learned from the AI tool, how you verified its accuracy and reliability, how you integrated its output with your own work, and how you acknowledged its limitations and biases.

You are accountable for any mistakes or errors made by the AI tool. Always check and edit the output before submitting your work. If you discover any inaccuracies or inconsistencies in the output after submission, notify the instructor immediately and correct them as soon as possible. Using AI tools in an unethical or irresponsible manner, such as copying or paraphrasing the output without citation or transparency, using the output as your own work without verification or integration, or using the output to misrepresent your knowledge or skills, is considered a form of academic dishonesty and will result in a zero grade for the assignment and possible disciplinary action. If you have any questions about what constitutes ethical and responsible use of AI tools, please consult with the instructor **before** submitting your work.

NOTE: Some instructors will also list specific acceptable and unacceptable uses or include a statement like “All written assignments, projects, and exams must be completed independently.”

If you have any questions about what constitutes ethical and responsible use of AI tools, please consult with the instructor before submitting your work.

## Student Responsibilities & Instructor Expectations

### **Instructor Responsibilities:**

### **Student Responsibilities:**

- *Attendance:* Class discussions, activities and participation are an integral component of learning and understanding the course material and, therefore, attendance is a part of your grade in this class. If you are going to be absent, please notify the instructor prior to missing the class, if possible. Please look at the assignment calendar to see what was missed (topic, assignments, etc.) and contact the instructor if you have any questions.
- *Assignment submission (format, etc.):* Students are to be familiar with the assignment calendar and how to submit assignments.
- *Contacting the instructor:* The best way to contact the instructor is via email. Contacting the instructor by phone is limited to extreme emergencies. Please include the course and section number, as this may not be the only class your instructor is teaching.

E-mail is the best method to contact me outside of student hours, which are listed above.

- *Asking for help/clarification:* Students are encouraged to contact their instructor as soon as you have questions or need clarification. Your instructor will help you or connect you with someone who can.

Contact the Owens Help Desk (567) 661-7120 if you are experiencing technical issues with your user name and/or password or having navigational issues in Blackboard.

### **Classroom Environment:**

*Respectful communication:* Our classroom is a safe space. Faculty and students show respect for each other in class, discussion and all communication.

## How Grades are Determined and Major Assignments

| <b>Evaluation Measure</b> The grade points for the areas of work are as follows. | <b>Student Learning Outcomes Assessed</b> | <b>Value</b>       |
|----------------------------------------------------------------------------------|-------------------------------------------|--------------------|
| Factually based research paper #1                                                | 1-6                                       | 200 points         |
| Factually based research paper #2                                                | 1-6                                       | 200 points         |
| Factually based research paper #3                                                | 1-6                                       | 200 points         |
| Midterm Exam                                                                     | 1-3                                       | 100 points         |
| Final project (Bio, Resume, LinkedIn, Meet the Advisor)                          | 1-8                                       | 200 points         |
| Final                                                                            | 4-6                                       | 100 points         |
| <b>Total</b>                                                                     |                                           | <b>1000 points</b> |

### Grading Scale

| <b>Grade</b> | <b>Points</b> |
|--------------|---------------|
| A            | 900-1000      |
| B            | 800-899       |
| C            | 700-799       |
| D            | 600-699       |
| F            | 0-599         |

### **Grading Procedure:**

Grades will be calculated on the following scale.

|                      |   |
|----------------------|---|
| 90% and Above        | A |
| 80% to Less than 90% | B |
| 70% to Less than 80% | C |
| 60% to Less than 70% | D |
| Less Than 60%        | F |

**Last Updated DATE:** This is just to give you a guide as to what we are going to cover in this course and when.

|        |  | Topic                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Week 1 |  | <p><b>Class Introduction/Bio (50 pts)</b> Due DATE at TIME</p> <p><i>Write a short bio introducing yourself. Please include your education, work experience, hobbies, your family makeup, and one thing you would like to learn from this class.</i></p> <p><b>INTRO CJ/CHAPTER 1: An Introduction to Crime and the Criminal Justice System.</b></p> <p><b>CAREERS CJ/CHAPTER 1: Know Yourself.</b></p>                        |
| Week 2 |  | <p><b>INTRO CJ/CHAPTER 2: The Nature and Extent of Crime.</b></p> <p><b>CAREERS CJ/CHAPTER 2: Setting Realistic Goals.</b></p> <p><b>IN CLASS EXERCISE:</b> Law Enforcement Job Classifications.</p> <p><i>Open discussion led by the instructor outlining the different career paths available within law enforcement.</i></p>                                                                                                |
| Week 3 |  | <p><b>INTRO TO CJ/CHAPTER 3: Criminal Justice and the Law.</b></p> <p><b>CAREERS IN CJ/CHAPTER 3: Law Enforcement.</b></p> <p><b>SELF-STUDY: Resume Writing (50 pts)</b> due with final project</p> <p><i>Students need to prepare a professional resume outlining their academic/work experience to date, including a personal goals statement. A copy of the resume is to be included in the final project (50 pts).</i></p> |
| Week 4 |  | <p><b>INTRO TO CJ/CHAPTER 4: The History of Policing.</b></p> <p><b>CAREERS IN CJ/CHAPTER 8: Private Security and Investigations.</b></p> <p><b>PAPER #1 DUE (200 pts): Research Career Path for Law Enforcement.</b></p> <p><b>DATE at TIME</b></p>                                                                                                                                                                           |
| Week 5 |  | <p><b>INTRO TO CJ/CHAPTER 5: On the Streets: Organization, Responsibilities, and Challenges.</b></p> <p><b>CAREERS IN CJ/CHAPTER 4: Forensic Science.</b></p>                                                                                                                                                                                                                                                                  |

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|---------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Week 6  |  | <p><b>INTRO TO CJ/CHAPTER 6: Police and the Rule of Law.</b></p> <p><b>CAREERS IN CJ/CHAPTER 5: Victim Services.</b></p> <p><b>IN-CLASS EXERCISE: Court Job Classifications.</b><br/> <i>Open discussion led by the instructor outlining the different career paths available within the courts.</i></p>                                                                                                                                                                                                                                                                                                             |
| Week 7  |  | <p><b>INTRO TO CJ/CHAPTER 7: The Courts and Judiciary.</b></p> <p><b>CAREERS IN CJ/CHAPTER 6: Courts</b></p> <p><b>SELF-STUDY: LinkedIn (50 pts) – due with final project</b><br/> <i>Students need to develop and create a professional LinkedIn page citing their interest in criminal justice, what their career aspirations are, list their experiences, and education to date. NOTE: This is meant to be a “living” exercise, i.e. keeping the page up to date as the student progresses through academic programs and employment. A screenshot of the page is to be included in the final project.</i></p>     |
| Week 8  |  | <p><b>MID-TERM EXAM (100 pts). DATE at TIME</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Week 9  |  | <p><b>PAPER #2 DUE (200 pts): Research Career Path for Courts. DATE at TIME</b></p> <p><b>INTRO TO CJ/CHAPTER 8: The Prosecution, Defense, and Pretrial Activities.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Week 10 |  | <p><b>INTRO TO CJ/CHAPTER 9: The Criminal Trial and Sentencing.</b></p> <p><b>IN-CLASS EXERCISE: Corrections Job Classifications.</b><br/> <i>Open discussion led by the instructor outlining the different career paths available within corrections.</i></p> <p><b>INTRODUCTION OF FINAL PROJECT</b></p>                                                                                                                                                                                                                                                                                                           |
| Week 11 |  | <p><b>INTRO TO CJ/CHAPTER 10: Correctional Responses in the Community.</b></p> <p><b>CAREERS IN CJ/CHAPTER 9: Volunteering and Internships.</b></p> <p><b>SELF-STUDY: Meet with Advisor (50 pts). Due with final project</b><br/> <i>If not completed, the student must meet with their advisor to plan their academic path and goals. Evidence of this meeting will be the accepted letter/form issued by the advisor after the meeting. IT IS STRONGLY ADVISED THAT THE STUDENT CONTACTS THE ADVISOR FOR AN APPOINTMENT EARLY IN THE SEMESTER! Proof of this visit is to be included in the final project.</i></p> |

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|---------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Week 12 |  | <b>INTRO TO CJ/CHAPTER 11: Institutional Corrections.</b><br><b>CAREERS IN CJ/CHAPTER 7: Corrections.</b>                                                                                                                        |
| Week 13 |  | <b>INTRO TO CJ/CHAPTER 12: Prison Life and Life After Prison.</b><br><b>CAREERS IN CJ/CHAPTER 10: Getting a Foot in the Door.</b><br><b>PAPER #3 DUE (200 pts): Research Career Path for Corrections.</b><br><b>DATE at TIME</b> |
| Week 14 |  | <b>INTRO TO CJ/CHAPTER 13: The Juvenile Justice System.</b><br><b>CAREERS IN CJ/CHAPTER 11: The Interview.</b>                                                                                                                   |
| Week 15 |  | <b>INTRO TO CJ/CHAPTER 14: Exploring Specialized and Topical Issues.</b>                                                                                                                                                         |
| Week 16 |  | <b>FINAL PROJECT DUE DATE at TIME</b><br><b>Final Exam – DATE at TIME</b>                                                                                                                                                        |

Disclaimer: "The instructor reserves the right to amend this syllabus as deemed necessary and will communicate such amendment to the students in the course."

#### Paper Assignment Instructions:

Choose one career path from each area of the criminal justice system. Give an accurate description of the career, making certain to include the following:

1. Career title
2. Education requirements
3. Certifications
4. Compensation/Benefits
5. Best steps to get into the career (outside of applying)

#### Paper format:

1. The paper should be 8-10 pages in length.
2. One-inch margins and 12-point font.
3. Written in APA format. **This includes in-text citations.**
4. A separate cover page, and reference page.
5. Students must use at least **two outside sources AND their two textbooks.**

**Papers are due in Weeks 4, 9, and 13! FINAL Project will be introduced in Week 10.**