



Corrections
Spring 2008 Course Syllabus

Course Information

<i>Course Number/ Section</i>	CJS 3316 Section 001/CRN 13479
<i>Course Title</i>	Corrections
<i>Term</i>	Spring 2008
<i>Days & Times</i>	Wednesdays 2:30-5:15pm Green Hall Room 2.302

Professor Contact Information

<i>Professor</i>	Dr. Denise Paquette Boots
<i>Email Address</i>	deniseboots@utdallas.edu or via Web CT
<i>Office Location</i>	Green Hall 2.520 (south side nearest McDermott Library)
<i>Office Hours</i>	Mondays 12:30-1:30pm or by appointment
<i>Other Information</i>	Use <u>UTD email</u> for all correspondence- response within 48 hours

Course Pre-requisites, Co-requisites, and/or Other Restrictions

No required pre-requisites. Recommend that students have taken CJS 1301 Introduction to Criminal Justice and/or CJS 1307 Introduction to Crime and Criminology.

Course Description

This course introduces students to the history and background of American corrections and the fundamental theories of punishment and treatment. Emphasis will be placed on correctional law, policies, practices, issues, and controversies within the correctional system. The incarceration of various criminal populations in jails and prisons, alternatives to incarceration (e.g., probation and parole), capital punishment, and the public policy issues surrounding the expansion of community-based corrections will also be discussed.

Student Learning Objectives/Outcomes

The objective of this course is to introduce the student to the correctional systems in the United States. Upon successful completion of the course, students will be able to:

- 1) explain the history of corrections and the rationales for punishment
- 2) discuss the contemporary issues confronting correctional organizations
- 3) discuss how various external policy shifts have impacted prison organizations

Required Textbooks and Materials

Two REQUIRED Texts: 1) American Corrections by Clear and Cole, 7th Edition ISBN# 0534646522 and 2) Life Without Parole by Victor Hassine, 3rd Edition IBN# 1-891487-86-8 and 3) **THREE BLANK Scantrons** from *UTD Bookstore* for exams (Parscore—see items below)

Required Reading/ Materials

****Students are REQUIRED to purchase 3 scantrons (Green form, 100 answers, ParSCORE Test Form No: X-101864 ONLY-. Please purchase ONLY this exact form at the UTD Bookstore and bring to your exam completely BLANK. I will show you an example of the scantrons in class and all students are expected to purchase all three scantrons WITHIN THE FIRST COUPLE WEEKS OF CLASSES. **Students who do not bring their form on test day will not be able to take the exam and are NOT eligible for make-up exams!**** The instructor will NOT have extra forms for your use. Students also may be tested on any handouts, films shown during class time, and/or guest lecture notes given out by instructor during class or posted on Web CT.

Suggested Course Readings/Materials

None

Course Policies

Class Attendance

Please show respect to the instructor and your fellow students by **being on time!** Class will begin promptly at 2:30pm, and roll will be taken each day. Attendance is not required, but **class participation will make up 10% of your grade**. Simply put, if you are not here, you will not be able to participate or prepare well for your exams and this will negatively affect your grade in this course. The instructor reserves the right to also deduct class participation points for negative student behaviors that adversely affect the classroom. Class participation points are awarded for students who positively contribute the class. Students not present when their name is called or to sign in on the attendance sheet will be counted absent for that day. Another classmate may NOT sign in for you—this will be considered to be an act of academic dishonesty. Students who attend class will be more engaged, synthesize the material better, and have the opportunity to contribute to the class discussions and earn participation points.

*****After class has begun at 2:30pm, please do not enter and disrupt the class or leave the classroom! LATE ADMISSIONS INTO THE CLASS WILL NOT BE ALLOWED**—this is to facilitate a positive learning environment for the entire class with minimal disruptions. Before class starts please turn off your cell phones and plan to use the restroom so that you do not disrupt our discussions. Plan to attend class the entire scheduled time for each day per your course calendar. Excused absences are limited to ONLY documented serious illnesses, family emergencies, observed religious holidays, or official UTD events (athletics, debate, etc.) that students notify me of IN ADVANCE via email or during classtime. Students on official business should bring me an official notice from your organization of class conflicts so that alternative arrangements can be made. Students who have a conflict due to religious practices need to get with me at the beginning of the semester and let me know what these dates will be.

Classroom Citizenship and Participation

Without question, students who are actively engaged learn more, earn better grades, and are better informed citizens of their university and communities. You will also be significantly better prepared for future courses within the Criminology program if you are a major. You are actively encouraged to be an engaged and positive participant in our classroom. Our classroom is a safe space to share your experiences, thoughts, and critiques of criminological research and topics. I encourage critical thinking and welcome open discussions of the material we will review. You may participate via email correspondence to me, visiting with me during office hours, bringing in news articles or stories that relate to our course material, or by asking questions or making comments during lectures. Students may NOT record the instructor or any guest speakers. You may NEVER sell your PowerPoint presentations, notes, online or personal study guide materials or any other class materials (except the purchased required textbook and study guide).

Lectures

PowerPoint presentations for each chapter in your textbook will be posted at the beginning of the semester, and **students are expected to download and print out these materials from Web CT after the FIRST class and bring all of them to class each week.** This practice will facilitate more active participation in class lectures, as students will only have to record additional information given or make personal notes about the material! Additional material will be added to these lectures and I will highlight material that will be relevant for your exams, so I strongly encourage you to attend class. Students are required to check WebCT for class announcements and course materials at least once per week and prior to class so that you are prepared. Due to the dynamic nature of the schedules of some of our guest speakers, class lectures may change without prior notice. Therefore, it is imperative that you bring all Power Points not previously lectured on to class so that you are prepared. Students who miss classes are responsible for getting any information and notes in person from a classmate. **Please do NOT contact me and ask me to send you the notes from lectures that you have missed or ask me whether you should attend class! It is solely your responsibility to get notes from classmates for whatever classes are missed.**

Quizzes

Additionally, **20% of your grade** will be made up of from a number of pop quizzes that will be given during the course of the semester. Typically the number of quizzes is three, unless there is poor attendance or behavior in the class. I reserve the right to increase or decrease the quizzes WITHOUT notice. Each quiz will cover the material due that day and/or the class prior, and may include all lectures, videos, or speakers covered in class or readings assigned in the required texts. **IMPORTANT: Quizzes cannot be made up except for these THREE reasons:** 1) you are hospitalized (not just sick!) with doctor verification, 2) you are participating in an official activity of a UTD organization (you should give me an official letter at the beginning of the semester with the dates that you will missing class and it will be your responsibility to get with me no later than the *next class* period to reschedule the quiz), or 3) you are observing an official holiday for your religious faith (and have notified me in ADVANCE of those dates). Again, I encourage you to come to consistently attend class and be ON TIME since quizzes usually occur at the beginning of class. When the quiz is collected, it is over. If you try to enter the class late and the quiz is completed, you will NOT be allowed to make it up. ***BE ON TIME!!***

Examinations/Make-up exams

Exams will include materials from your two texts, lectures, videos, guest speakers, and other supplemental materials covered in class. **Exams will account for 70% of your final grade** in this class. Exams typically are multiple choice exams with a couple of short answers. Legal cases, people, places, things, and highlighted words or sections in your text are the areas of interest you should focus on in your studying. I will highlight certain test items during your course lectures as well! If attendance, note-taking, and class behavior are good, I will provide you with key points for guest speakers and videos shown in class to help you with the material. Exams generally are not cumulative if class attendance and behavior are good during the semester. All materials covered in class are subject to testing—please consult your calendar for a list of chapters due for each exam.

****ON TEST DAYS, ALL HATS, CELL PHONES, PDA'S, CALCULATORS, WATER BOTTLES, DRINKS, OR WRITING INSTRUMENTS ARE TO BE PUT IN A BOOKBAG OR PURSE. NOTHING BUT A PENCIL, YOUR SCANTRON, AND ID ARE ALLOWED AT YOUR DESK. ALL PERSONAL ITEMS WILL BE KEPT AT THE FRONT OF THE CLASS UNTIL YOUR EXAM IS COMPLETED AND TURNED IN. BRING PHOTO ID AND STUDENT UTD ID#'s (NOT SOCIAL SECURITY NUMBERS) TO THE EXAM AND HAVE THEM ON YOUR PERSON DURING THE TEST PLEASE!!****

IMPORTANT: Make-up exams will absolutely NOT be considered unless there is documented proof of a hospitalization or emergency and I am contacted BEFORE THE EXAM BY EMAIL. Your doctor saying you are sick or you feeling sick IS NOT A VALID EXCUSE FOR A MAKEUP EXAM. Religious holidays will be fully accommodated, but students must contact me prior to the absence to make arrangements for a makeup exam. The instructor reserves the right for all makeup examinations to be full essay and be administered on a date of my choosing. PLEASE DO NOT TRY TO MAKE UP AN EXCUSE IF YOU MISS THE EXAM—these policies will be enforced fairly and uniformly!

Exams may be curved after a question analysis is done by the instructor and bonus points may be given on the exam to help students with their final grades. These points are solely given at my discretion and grades are FINAL once posted. Exam grades will be posted when available on Web CT and students are welcome to make an appointment with me to review their tests and grades. Again, if you have a religious holiday or are a student athlete that conflicts with an exam date, please contact me at the beginning of the semester (or as soon as you are aware of the conflict) to make arrangements for a new exam time. These alternate exams will also be multiple choice but will have different questions than the exam given to the rest of the class.

NOTE THAT YOUR FINAL EXAM TIME IS DIFFERENT THAN CLASS TIME. PLEASE CONSULT YOUR SYLLABUS DAILY AND MAKE SURE THAT YOU DO NOT MISS YOUR FINAL EXAM.

Extra Credit

There is NO extra credit possible in this class.

Grading Policy

CLASS PARTICIPATION	45 POINTS	10% of grade for participation
QUIZZES	90 POINTS	20% of grade for quizzes
EXAM 1	105 POINTS	70% of grade for exams
EXAM 2	105 POINTS	
EXAM 3	<u>105 POINTS</u>	
TOTAL POSSIBLE	450 POINTS	TOTAL IN CLASS

GRADING SCALE: Take your **FINAL POINT TOTAL** for all items from Web CT to determine what your grade is as follows:

<u>Percent</u>	<u>Grade</u>	<u>Point Range Totals</u>
100%	A+	450
93-99%	A	419-449
90-92%	A-	405-418
87-89%	B+	392-404
83-86%	B	374-391
80-82%	B-	360-373
77-79%	C+	347-359
73-76%	C	329-346
70-72%	C-	315-328
67-69%	D+	302-314
63-66%	D	284-301
60-62%	D-	270-283
59% and less	F	269 and below

Student Conduct & Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Board of Regents, The University of Texas System, Part 1, Chapter VI, Section 3*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391).

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrates a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment or the award of a degree, and/or the submission as one's own work or material that is not one's own. As a general rule, scholastic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings.

Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is unacceptable and will be dealt with to the fullest extent possible under the university's policy on plagiarism (see general catalog for details). This course will use the resources of turnitin.com, which searches the web for possible plagiarism and is over 90% effective.

Email Use

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and **staff consider email from students official only if it originates from a UTD student account.** This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. **UTD furnishes each student with a free email account that is to be used in all communication with university personnel.** The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts. **You are required to check your WebCT account before our class to get updates, communications, and notices about exams, etc. in this class! If you have not done so already, please activate your email and become familiar with WebCT after the first class and begin to check it regularly.**

Withdrawals from Class

The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Student Grievance Procedures

Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's *Handbook of Operating Procedures*.

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originates (hereafter called "the respondent"). Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy of the respondent's School

Dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the School Dean. If the grievance is not resolved by the School Dean's decision, the student may make a written appeal to the Dean of Graduate or Undergraduate Education, and the dean will appoint and convene an Academic Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations.

Incomplete Grade Policy

As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. You must get the permission of the instructor and make arrangements for incomplete work prior to this grade being assigned. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of **F**.

Disability Services

The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room 1.610 in the Student Union. Office hours are Monday and Thursday, 8:30 a.m. to 6:30 p.m.; Tuesday and Wednesday, 8:30 a.m. to 7:30 p.m.; and Friday, 8:30 a.m. to 5:30 p.m. The contact information for the Office of Disability Services is:

The University of Texas at Dallas, SU 22
PO Box 830688
Richardson, Texas 75083-0688
(972) 883-2098 (voice or TTY)

Essentially, the law requires that colleges and universities make those reasonable adjustments necessary to eliminate discrimination on the basis of disability. For example, it may be necessary to remove classroom prohibitions against tape recorders or animals (in the case of dog guides) for students who are blind. Occasionally an assignment requirement may be substituted (for example, a research paper versus an oral presentation for a student who is hearing impaired). Classes enrolled students with mobility impairments may have to be rescheduled in accessible facilities. The college or university may need to provide special services such as registration, note-taking, or mobility assistance. It is the student's responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

Religious Holy Days

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, Texas Code Annotated.

The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding a religious absence and in advance of the assignment. All religious holidays that will be observed should be submitted in writing to the instructor at the beginning of the semester. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student

who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment. If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of TEC 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.

Off-Campus Instruction and Course Activities

Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website address given below. Additional information is available from the office of the school dean. (http://www.utdallas.edu/Business_Affairs/Travel_Risk_Activities.htm)

Reading Assignments & Academic Calendar for Corrections Spring 2008

<u>DATE</u>	<u>SCHEDULED LECTURES/READINGS DUE EACH CLASS</u>
January 9	Introduction to class and syllabus/Constitutional Law PPT Lecture
January 16	** Guest speaker Mr. Brad Lollar, Dallas Public Defender Office Clear text Chapter 1 due/Philosophy and Goals of Punishment PPT Lecture
January 23	Clear text Chapters 4 and 5 due/Inmate Rights PPT Lecture
January 30	** Guest speaker Captain Mike Collum, Hutchins State Unit prison
February 6	Clear text Chapter 2 and 3 due
February 13	Clear text Chapter 6 due Hassine book chapters 1-9 due
<u>February 20</u>	<u>Exam 1/TBA</u>
February 27	Clear text Chapters 7, 10, 11 due
March 5	** Guest speaker pending Honorable Judge Thomas Jones, Dallas County Clear text Chapters 8 and 9 due
March 12	NO CLASS-- Spring Break!
March 19	** Guest speaker, Mike Griffiths, Chief Probation Officer Dallas County Juvenile Services Clear text Chapters 12 and 17 due
<u>March 26</u>	<u>Exam 2/TBA</u>
Apr 2	** Guest speaker, Dallas Police Department K9 Unit Clear text Chapters 15 and 16 due
April 9	Clear text Chapters 18 and 19 due Race and Crime lecture
April 16	Clear text Chapters 21 and 22 due
April 23	Last regular class of semester Death Penalty PPT lecture and Treat Night ☺ Hassine review
Apr 30	NO CLASS-- Finals Reading Day!!!!!!!
<u>May 7</u>	<u>FINAL EXAM 3 at 2:30pm</u> **Happy Graduation to all our Seniors ☺ Do great things!!!!**

PLEASE NOTE: These descriptions and timelines are subject to change at the discretion of the Professor without prior notice.