



Department of Criminal Justice and Criminology  
**CRIJ 2361-04**  
**Introduction to the Criminal Justice System**  
**Spring 2018**

**Professor**

Dr. Ryan Randa  
Office: Beto C121  
Phone: 294-4366  
E-mail: [ryan.randa@shsu.edu](mailto:ryan.randa@shsu.edu)  
Class Hours: T,TR 12:30 – 1:50  
Classroom: A290 “upper auditorium”  
Office Hours: T,TR 11:30 – 12:30; & by appointment

**Teaching Assistant**

Jessica Saunders: [jrs098@shsu.edu](mailto:jrs098@shsu.edu)

**Final Exam:** Tuesday May 8<sup>th</sup>: 1:00 pm – 3:00 am

**Textbook & Readings**

Winfree, Mays, & Alarid. (2015). *Introduction to Criminal Justice: the Essentials*. Wolters Kluwer Law & Business. ISBN: 9781454835684 or 9181454891383

**Course Description and Objectives**

Survey of the three components of the criminal justice system: police, courts, and corrections. Emphasis on the structural and situational factors influencing the way these agencies of social control operate. Additionally, students will learn basic terminology and historical facts pertaining to the Criminal Justice System.

Objectives:

- To introduce the student to the criminal justice system and its components
- To familiarize the student with the basic purpose and operation of each of the major elements of the criminal justice system
- To explore the overlapping themes of the CJ system
- To familiarize the student the various roles of those working in the criminal justice

system.

### **Class Attendance Policies**

In accordance with Academic Policy Statement 800401, attendance will be taken regularly. It is important to understand that there are important deadlines and students are expected to make steady progress.

Regular and ongoing participation in this course is **required**. You are expected to check the Blackboard site and your SHSU email account for our information about this course throughout the week. Among other things, this means that assignments must be completed within the specified time. Makeup exams and quizzes **will not be given** unless the student notifies the professor *prior* to the absence. Assignments will not be accepted after the due date unless the student notifies the professor *prior* to the absence. Rare situations arise in which it is impossible to notify the instructor in advance. If this occurs the student must provide the instructor with a typed description of the reason for the absence. This must be provided to the professor within five school days of the absence. Verbal excuses will not be accepted. Furthermore, if a student wishes to dispute a grade on any assignment or exam, the student must provide the instructor with a typed description of the dispute within five school days of the date on which the assignment was returned to the class.

In all other matters, such as course additions and withdrawals, assignment of “incomplete” grades, and plagiarism, the policies of Sam Houston State University will be followed.

Please refer to the following on-line resources:

Student Academic Policies including Code of Conduct, Academic Honesty:

<http://www.shsu.edu/dept/academic-affairs/aps/aps-students.html>

Disabled Student Policy:

[http://www.shsu.edu/~vaf\\_www/aps/documents/811006.pdf](http://www.shsu.edu/~vaf_www/aps/documents/811006.pdf)

Services for Disabled Students:

<http://www.shsu.edu/~counsel/sswd.html>

Student absences on religious holy day policy:

[http://www.shsu.edu/~vaf\\_www/aps/documents/861001.pdf](http://www.shsu.edu/~vaf_www/aps/documents/861001.pdf)

### **Requirements and Grading**

Your Grade is made up of 2 components

1) Homework/quiz [40%]

2) Tests [60%]

### **Final letter grades will be determined according to the following scale:**

100-90% = A      89-80% = B      79-70% = C      69-60% = D      59%-lower = F

## Exam Policy

There are five exams in this course. On exam days, all students must arrive promptly to class. Once the first student to finish the exam leaves the classroom, no one else will be allowed to enter the room and take the test. If a student arrives late for an exam, the student will receive a zero on that exam without exception. **ALL** electronic devices (including cell phones, iPods, iPads, laptops, etc) must be put away. Newspapers, notebooks, and other loose leaf paper must be out of sight. Cheating of any kind will not be tolerated (see section on academic integrity).

## Make-up Exam Policy

For missed exams- without prior notice - there will be **NO make-up** exams in the absence of an extreme documented medical or personal emergency. In the case of such an emergency, the professor must be notified as soon as possible. Early notification and/or proper documentation do not necessarily guarantee that a make-up exam will be granted. This decision will be at my discretion.

## Academic Etiquette

In this class, you are required to conduct yourself in an appropriate, responsible, and professional manner. *Disruptive behavior* (in the form of arriving late/leaving early, private discussions with other students, cell phones, text messaging, disruptive newspaper reading, etc.) is not appropriate and will not be tolerated in this course. If such behavior is exhibited, you will first receive a verbal warning and then will be excused from class. Additionally, *poor class demeanor* (in the form of demeaning and inappropriate remarks, incivility to others, etc.) is unacceptable. If such disruptive behavior or poor class demeanor is exhibited, you will first receive a verbal warning and then be excused from class. If such behavior persists, your final grade will be reduced by one letter and you will be referred to the Dean's Office.

## Technology Etiquette (Telephones and Text Messages)

The use of electronic devices for telephone calls and text messaging during class-time is prohibited. Arrangements for handling potential emergency situations may be granted at my discretion. If you know that you are going to receive a call/text message regarding an emergency situation during this class, you must let me know before class begins. Failure to comply with this policy can result in expulsion from the classroom or with multiple offenses, failure of the course.

<http://www.shsu.edu/dept/academic-affairs/aps/aps-curriculum.html>

Any use of a mobile device that performs these functions during a test period is prohibited. These devices should not be present during a test. They must be stored securely in such a way that they cannot be seen or used by the student. **Even the visible presence of such a device during the test period will result in a zero for that test.** Use of these devices during a test is considered de facto evidence of cheating and could result in a charge of academic dishonesty. For a complete listing of the university policy, see:

<http://www.shsu.edu/dept/academic-affairs/aps/aps-students.html>

## **TENTATIVE CLASS SCHEDULE**

### **WEEK 1: WEDNESDAY JANUARY 17<sup>TH</sup> \_**

Topic: Introduction, Get familiar with Blackboard and the course layout  
Readings: Part 1. Chapter 1

### **WEEK 2: MONDAY JANUARY 22<sup>ND</sup> \_**

Topic: Criminal Justice: An Overview  
Readings: Part 1. Chapter 1

### **WEEK 3: MONDAY JANUARY 29<sup>TH</sup> \_**

Topic: Defining and Reporting Crime  
Readings: Part 1. Chapter 2

- **This Week – Last day to drop without a “Q”**

### **WEEK 4: MONDAY FEBRUARY 5<sup>TH</sup> \_**

Topic: Criminal Law and the Legal Environment  
Readings: Part 1. Chapter 3

### **WEEK 5: MONDAY FEBRUARY 12<sup>TH</sup> \_**

Topic: An Introduction to Policing  
Readings: Part 2. Chapter 4

## **EXAM 1: (Chapters 1-3)**

**WEEK 6: MONDAY FEBRUARY 19<sup>TH</sup>**

Topic: U.S. Law Enforcement Agencies  
Readings: Part 2. Chapter 5

**WEEK 7: MONDAY FEBRUARY 26<sup>TH</sup>**

Topic: Issues in Law Enforcement  
Readings: Part 2. Chapter 6

**WEEK 8: MONDAY MARCH 5<sup>TH</sup>**

Topic: Local, State and Federal Courts  
Readings: Part 3. Chapter 7

**EXAM 2: (Chapters 4-6)**

**WEEK 9: MONDAY MARCH 12<sup>TH</sup> (SPRING BREAK!)**

**WEEK 10: MONDAY MARCH 19<sup>TH</sup>**

Topic: Recap Chap. 7 & Trials and Trial Procedures  
Readings: Part 3. Chapter 7 & 8

**WEEK 11: MONDAY MARCH 26<sup>TH</sup>**

Topic: Issues in the Judiciary  
Readings: Part 3. Chapter 9

- This Week – Last day to drop spring semester courses

**WEEK 12: MONDAY APRIL 2<sup>ND</sup>**

Topic: Probation and Community Corrections  
Readings: Part 4. Chapter 10

**EXAM 3: April 3<sup>rd</sup> (Chapters 7-9)**

**WEEK 13: MONDAY APRIL 9<sup>TH</sup>**

Topic: Institutional Corrections

Readings: Part 4. Chapter 11

**WEEK 14: MONDAY APRIL 16<sup>TH</sup>**

Topic: Living and Working in Prison

Readings: Part 4. Chapter 12

**EXAM 4: TBA (Chapters 10-12)**

**WEEK 15: MONDAY APRIL 23<sup>RD</sup>**

Topic: Issues in Corrections

Readings: Part 4. Chapter 13

**WEEK 16: MONDAY APRIL 30<sup>TH</sup>**

Topic: Future of Criminal Justice: Making Sense of It All

Readings: Part 5. Chapter 14

**WEEK 17 (FINALS WEEK) MONDAY MAY 7<sup>TH</sup>**

**EXAM 5: MAY 8<sup>th</sup> (Final Exam will be Cumulative)**

**XI. DISCLAIMER**

The class schedule in this syllabus is subject to change. Announcements of any changes to the schedule will be made in class, via email, and/or posted in Blackboard. These announcements are considered proper notice of change.