

\*\*\*Please print a copy of this syllabus for handy reference\*\*\*

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\*\*\*\*\*Course Syllabus\*\*\*\*\*

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Corrections Systems and Practices  
Corrections in America  
CRIJ 2313, section 51969

Class Session	Fall 2011
Instructor's Name	Elmer Bailey
Telephone	713-705-5136
E-mail address	haybailey@aol.com
Availability	Student conferences can be set up at anytime by agreement. I am also available for questions and or concerns at 713.705.5136.
Class number	51969
Textbook	Corrections in America, An Introduction Allen, Simonsen, Latessa, 12 <sup>th</sup> edition. Prentice Hall Publisher  Digital versions of this textbook may be available for students through <a href="http://www.safarix.com">www.safarix.com</a> . Using a credit or debit card you may rent the text for a semester at a lesser rate than a purchase. Traditional copies will be available from the HCC bookstore. The bookstore email address is <a href="http://www.hccs.bkstore.com">www.hccs.bkstore.com</a> , phone...713.718.8255

Note: Digital version of the textbook is available at <http://www.safarix.com/>. You may use a credit or debit card to rent the textbook for a semester, cheaper than a purchase but not necessarily more useful.

## **COURSE DESCRIPTION and GOALS**

This three-hour semester course is a required course in the Criminal Justice Transfer Curriculum. It is a required course for the Associate in Applied Science In Corrections, degree program.

Upon successful completion of this course, you should be able to:

- Understand the history and philosophy of corrections in relation to the criminal justice system
- Recognize the definition of crime and punishment
- Understand the nature and definition of crime and punishment and it's impact on society
- Examine the major components of the American correctional system (probation, county incarceration, state prison system, parole, juvenile probation, juvenile detention, juvenile state level incarceration, juvenile parole)

## **GRADES**

There will be four exams covering the textbook plus the orientation quiz. The uniform system of HCCS is A=90-100; B=80-89; C=70-79; D=60-69; F=Below 60. In situations where there is a borderline final grade, class participation and special topic research will be considered in the final grade determination. There will be OPTIONAL research assignments that can raise your overall course grade. One orientation quiz is mandatory, and is based on syllabus and welcome statement information. This orientation quiz is the tool I use to determine that you are "attending" the course. If you do not return the orientation quiz to me on BBV, I will report you as "non-attending" and the college will drop you from the course. Tests will be discussed below.

## **ATTENDANCE**

Regular contact and involvement in class discussions is highly recommended. Moreover, if you do not read the textbook on a regular basis, it will be difficult for you to pass the exams. If you do not return the orientation quiz on time, I will drop you from the course. There are no weekends in distance education, just as there are no class meetings on campus. Assignments and due dates will consider weekends as regular class days used for the completion of assignments.

## **CLASS PARTICIPATION**

You should be prepared for discussions and each assignment. Challenge any information you come across, as you will find this to be an invaluable way to learn the material. I encourage you to use fellow students as resources. It is acceptable to use the Blackboard Vista as a forum to discuss the material and discuss responses to assignments.

**Because this is an Internet based distance education course, I will make every effort to eliminate travel. Participation in any event that does require travel will be optional. But, depending on your resources and internet capabilities, you may have to pick up tests, or other information, in person.**

## **TESTS**

There will be four exams plus an orientation quiz given during the semester. Exams will often but not always consist of multiple-choice or true-false questions. Each exam is of equal weight. Borderline grades will be determined at the discretion of the instructor and based on class participation and optional assignments. Test dates will be identified again in my BBV mail to you and posted on the calendar. All tests will come from and must be returned to Ayesha Gates by the method you choose. Your first task is to contact Ayesha and make arrangements to receive and return the exams to her. She is the best resource for you any time regarding the tests. The tests will come directly from the book, and will be take-home open book tests. Additionally, in the first week of the semester there will be an orientation quiz. And, it's mandatory.

**IMPORTANT: Ayesha Gates : telephone -713.718.5286 email: Ayesha.gates@hccs.edu**

## **SPECIAL ACCOMMODATIONS**

Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the Northeast College at the beginning of the semester.

Note: Students who repeat a course for a third time or more may face significant tuition/fee increases at HCC and other Texas public colleges and universities. Please ask your counselor about opportunities for tutoring or other assistance prior to considering course withdrawal or if you are not receiving passing grades.

## **COURSE SCHEDULE**

On the first day of class you will be asked to introduce yourself on the Blackboard Vista discussion page so that everyone will know who is in class.

Tests will come to you approximately each 3 weeks from Ayesha Gates. Your first assignment will be to contact her and make arrangements to get the tests by whatever means is most convenient for you. Exact dates will be announced at the beginning of the semester.

CHAPTERS TO BE COVERED BY EACH EXAM WILL BE POSTED ON THE BBV BEFORE THE EXAMS

**Note:**

**Blackboard Student User ID**

Your Blackboard login user ID will be your HCC User ID (sometimes referred to as the "W" number). All HCC students have a unique User ID. If you do not know your User ID you can look it up by visiting the HCC home page:

- o From [www.hccs.edu](http://www.hccs.edu), under the column "CONNECT", click on the "Student System Sign In" link
- o Then click on "Retrieve User ID" and follow the instructions.

Or use the direct link to access the Student Sign In page:

<https://hccsaweb.hccs.edu:8080/psp/csprd/?cmd=login&languageCd=ENG>

The default student password is "distance." Students will then be prompted to change their password after their first login. Please visit the DE Technical Support website if you need additional assistance with your login.

**Student Services**

DE STUDENT SERVICES

The Distance Education Student Handbook contains policies and procedures unique to the DE student. Students should have reviewed the handbook as part of the mandatory orientation. It is the student's responsibility to be familiar with the handbook's contents. The handbook contains valuable information, answers, and resources, such as DE contacts, policies and procedures (how to drop, attendance requirements, etc.), student services (ADA, financial aid, degree planning, etc.), course information, testing procedures, technical support, and academic calendars. Refer to the DE Student Handbook by visiting this link: <http://de.hccs.edu/de/de-student-handbook>

DISTANCE EDUCATION ADVISING AND COUNSELING SERVICES

Much DE student information can be found on the DE Student Services website: [de.hccs.edu](http://de.hccs.edu). Advising or counseling can be accomplished through our online request form [AskDECounseling](#). Counselors and Student Services Associates (SSA) can assist students with admissions, registration, entrance testing requirements, degree planning, transfer issues, and career counseling. In-person, confidential sessions, can also be scheduled to provide brief counseling and community referrals to address personal concerns impacting academic success.

## INTERNATIONAL STUDENTS

International Students are restricted to ONLY ONE online/distance education class per semester. Please contact the International Student Office at 713-718-8520 if you have additional questions about your visa status.

## STUDENTS WITH DISABILITIES

Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc) who needs to arrange reasonable accommodations must contact the appropriate HCC Disability Support Service (DSS) Counselor at the beginning of each semester. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office.

Students who are requesting special testing accommodations must first contact the appropriate (most convenient) DSS office for assistance:

### Disability Support Services Offices:

System: 713.718.5165

Central: 713.718.6164 – also for Deaf and Hard of Hearing Services and Students Outside of the HCC District service areas.

Northwest: 713.718.5422

Northeast: 713.718.8420

Southeast: 713.718.7218

Southwest: 713.718.7909

After student accommodation letters have been approved by the DSS office and submitted to DE Counseling for processing, students will receive an email confirmation informing them of the Instructional Support Specialist assigned to their professor.

## NOTICE FOR STUDENTS OUTSIDE OF HCC SERVICE AREA

Students who live or work outside the HCC service area and cannot take paper exams at one of our HCC testing locations MUST make arrangements for a proctor. Please see the DE Student Services Additional Resources webpage for more information.

## VIRTUAL CLASSROOM CONDUCT

As with on-campus classes, all students in HCC Distance Education courses are required to follow all HCC Policies & Procedures, the Student Code of Conduct, the Student Handbook, and relevant sections of the Texas Education Code when interacting and communicating in a virtual classroom with faculty and fellow students. Students who violate these policies and guidelines will be subject to disciplinary action that could include denial of access to course-related email, discussion groups, and chat rooms or being removed from the class.