



**Social Science  
Southeast College**

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**Sociology 2336: Criminology**

INSTRUCTOR: **Daniel Argo**

CRN: **38517**

CAMPUS & ROOM: **Distance Education, Eagle Online 2 - Canvas LMS**

CLASS DAY(S) & TIMES: **Distance Education**

SEMESTER & YEAR: **Fall 2017. September 11<sup>th</sup> – October 22<sup>nd</sup> 2017**

E-MAIL: [Daniel.Argo@hccs.edu](mailto:Daniel.Argo@hccs.edu) (preferred method of contact)

PHONE: **713-718-2494 – Leave message**

OFFICE HOURS: **Available upon appointment**

REQUIRED TEXT: **Schram, P., and Tibbetts, S. G. (2013). *Introduction to Criminology*. Thousand Oaks, CA: SAGE Publications, Inc.**

**Due to the recent events with Hurricane Harvey, the first 8 week session of the fall semester has been reduced to a 6 week semester. The schedule will be revised to reflect this as well as the grading scheme used to calculate your overall score.**

**HCC Online Student Handbook**

The HCC Online 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>

### Online Environment (Classroom Software)

During the course of the semester we will be utilizing the Eagle Online 2 Learning Management Software (LMS). This is a new LMS that HCC will utilize full time beginning in the Spring of 2014. If you have used Eagle Online 1 previously there will be some differences in the interaction between the instructor and the student. This is the link to access the Eagle Online 2 System through HCC.

<https://hccs.instructure.com/login/ldap>

### Prerequisites

Must be placed into college-level reading (or take GUST 0342 as a co-requisite) and be placed into college-level writing (or take ENGL 0310/0349 as a co-requisite).

### Course Descriptions and Goals

The course surveys various theories of crime, with an emphasis on understanding the social causes of criminal behavior. The techniques for measuring crime as a social phenomenon and the characteristics of criminals are examined. This course addresses crime types (such as consensual or white-collar crimes), the criminal justice system, and other social responses to crime.

Students are expected to have accomplished the following goals by the end of the semester (SLO):

- Define key concepts associated with criminology.
- Identify major criminological theories.
- Describe the major categories of crime.
- Explain the various methodological approaches used to research crime and criminal behavior.
- Describe the components and explain the dynamics of the criminal justice system.

### Class Activities

All activities will be posted online and students are expected to participate and complete any given assignments that are required by them. Activities will include discussions, debates, and online activities. Activities will be based on current lecture information and discussions and may require the students to be aware of current events and be able to discuss those events.

## Attendance and Drop Policy

As this is an online only class, it is important that you spend 3-4 hours a week logging into and participating in the class. As traditional attendance cannot be accounted for your interaction and participation will be a measuring stick on how well you do. Beginning this semester **you will be responsible** for dropping the class based on your own participation. I do not drop students from class unless it is specifically requested that I do so. This must be a written request on your behalf from you. Furthermore, I would like to discuss the situation before we proceed to allow both of us to create a more successful semester.

## Evaluation: Grading and Testing Policy

Your final grade will be cumulative of 6 exams and a series of in-class assignments, discussions, and quizzes. The total amount of points accumulated will be divided by 6.5 to decide your final grade.

Tests 1-4	200 points
Exam 5	100 points
Weekly Quizzes (7)	70 points
Weekly Assignments (7)	140 points
Weekly Discussions (7)	140 points (There may not be a discussion each week)

**Total Points Possible = 650**

Total Points Earned/6.5 = Final Grade

**\* This number may change based on final number of assignments, forums, quizzes, and or weekly discussions. The final grade will be based on the total number of points available over the course of the semester.**

## Testing

There will be 5 exams that contain 50 questions. Most will be selected from the text, but a few may come from class activities, lectures, and the study guide. Once an exam opens it will remain open for the remainder of the semester. **It will be your responsibility to complete it before the end of the semester.** If you do not complete the exam you will earn a 0. Quizzes will not close either. You will need to complete all quizzes before the end of the semester.

## Assignments

Throughout the semester I will provide assignments within the class with specific directions and due dates. If there is not a specific due date listed within the direction all assignments will be due by the end of the week they are assigned (Saturday @ 11:55 pm). **Late assignments will not be accepted. It will be your**

**responsibility to submit your assignment on time as late assignments are not accepted or graded.** Assignments will include essays and forums. Written essays should follow these simple guidelines:

- **12 pt. font**
- **1 page minimum of written text – 650-700 words per page**
- **Name in top left corner**
- **References cited at the end of the assignment when needed.**

### Forums

During the semester discussion forums will be utilized in addition to or in place of written essays as part of the weekly assignment. They should be treated as assignments with the same open and close dates. You will need to create original threads as well as response threads to further the discussion and communication between you and your peers.

### Instructor Responsibilities

I will provide a respectful and educational learning environment.

I will provide a grading scale and posts grades into the Eagle grade book within a week of receiving assignments.

I will respond to emails within 24 hours of receiving them through the Eagle Online email system. Any emails sent through the HCC email system may or may not be responded by within 24 hours.

I will provide feedback when necessary and provide explanations regarding grades when asked to do so.

### Policy Regarding “W”, “F”, “I”, and Student Course Reinstatement Policy:

#### Withdrawal from a Course (W)

**It is your responsibility to officially withdraw from a class and prevent an “F” from appearing on your transcript.** I will not drop you from the class due to excessive absences or lackluster performance. Even though you may request that I drop you from the class it is still your responsibility to make the formal request to the registrar. When considering withdrawal from a course, remember the following information:

If you withdraw before the Official Date of Record, no grade is given and your transcript reflects no record of the course.

A “W” (indicating withdrawal) appears on your transcript if you drop a course after the Official Date of Record and before the final deadline.

College policy requires instructors to write “never attended” on the official roll sheet next to the names of those students who do not attend class by the Official Date of Record. If you do not attend class before the Official Date of Record, the college may automatically drop you from the course.

To “attend class” in online distance education classes, you must log onto the course in WebCT before the Official Date of Record. If you do not do so, “never attended” will be marked on the official roll sheet. The college may automatically drop you from the course, and you will be denied access to your course in WebCT.

A “W” (withdrawal) may negatively impact your ability to receive financial aid or your visa status if you are an international student.

Students who take a course three or more times face additional tuition/fee increases at HCC and other Texas public colleges and universities. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor / counselor as early as possible about your study habits, reading and writing homework, test-taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available.

The Texas Legislature passed a law limiting first time entering freshmen to no more than SIX total course withdrawals throughout their educational career in obtaining a baccalaureate degree. This policy is effective beginning with the Fall 2007 semester. There may be future penalties imposed.

If you MUST withdraw, visit with your instructor, a counselor or online student services associate prior to withdrawing (dropping) the class BEFORE the “Last Day for Administrative / Student Withdrawals” posted in the HCC Schedule of Classes. Instructors are no longer allowed to process a “W” on their final grades – YOU are responsible for processing the paperwork in a timely manner.

### Failure of a Course (F)

You will receive an “F” in this class if your grade is less than 60%. Receiving an “F” (failure) may negatively impact your ability to receive financial aid. It is YOUR responsibility to submit college-level quality work in a timely fashion or to withdraw yourself from the course by the deadline if you cannot complete your work satisfactorily.

### Incomplete (I)

You will receive an “I” (incomplete) ONLY in the event of a documented emergency situation that prevents you from completing the last assignment, such as the final exam. You must speak with your instructor as soon as possible in the event of such an emergency to arrange a course completion schedule. If you receive an “I”, you must arrange with the instructor to complete the course work before the end of

the next long semester. After that deadline, the “I” becomes an “I/F”. All “I” designations must be changed to grades prior to graduation. The changed grade will appear on your record as “I/Grade” (ex: “I/B”).

### Attendance and Drop Policy

Students are expected to attend class on a regular basis. Failure to attend class on a regular basis will result in a lower score based on missed information and missed lectures.

### Scholastic Integrity

In a higher learning institution, honor and integrity is even more important than just a letter grade in the grade report. One should be mindful that dishonorable acts such as cheating, texting, photocopy, plagiarism, etc. reflects DIRECTLY upon the integrity of one’s self, and it can lead to immediate “F” in the course as well as further actions taken by the HCC as a whole. As this is an online class any attempt to work in groups on exams, to pass along information concerning the exam information, or make any attempt to negate the system to earn a higher grade will be considered cheating.

### Disability Notification

Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Support Services (DSS) Counselor at the beginning of each semester. Faculty members are authorized to provide only the accommodations requested by the DSS Office. Mrs. Baldwin is the Southeast College’s DSS Counselor. Her telephone number is (713) 718-7218.

### Student Handbook

Students are expected to obtain and understand the current HCC student handbook.

### Student Course Reinstatement Policy

Students have a responsibility to arrange payment for their classes when they register, either through cash, credit card, financial aid, or the installment plan. Faculty members have a responsibility to check their class rolls regularly, especially during the early weeks of a term, and reconcile the official class roll to ensure that no one is attending class whose name does not appear on it. Students who are dropped from their courses for nonpayment of tuition and fees who request reinstatement after the official date of record payment of tuition and fees who request reinstatement after the official date of record (OE date) may be reinstated by making payment in full and paying an additional \$75 per course reinstatement

fee. A student requesting reinstatement should present the registrar with a completed Enrollment Authorization Form with the signature of the instructor, department chair, or dean who should verify that the student has been regularly attending class. Students who are reinstated are responsible for all course policies and procedures, including attendance requirements. A dean may waive the reinstatement fee upon determination that the student was dropped because of a college error. The dean should note the nature of the error in a memo to the registrar with appropriate documentation.

### Student Responsibilities

Attend class, be on time, and participate in class discussions and activities.  
Read and comprehend the textbook.  
Complete the required assignments and exams.  
Ask for help when there is a question or problem.  
Keep copies of all paperwork, including this syllabus, handouts, and all assignments.  
Email instructor about any concerns or problems that you may have with the class direction, assignments given, communication issues, or problems in general.

### Notice of Instructors Right to Make Changes to the Syllabus

The instructor has the right to adjust and make changes to the syllabus and schedule at his discretion with those changes being made available to the students.

### Schedule of Lectures and Exams

**Schedule will be posted online within the classroom as a PDF file.**  
Weeks will begin on Monday and end on Saturday. There will be no communication or interaction on Sundays or on official HCC holidays such as Thanksgiving.

### Communication

Eagle email should be utilized to communicate with the instructor concerning the class, assignments, quizzes, and exams. All communication should be kept within Eagle for future reference. Any other communication may not be answered. The email system of Eagle Online is referred to as Quickmail. This system will send any and all emails to the email on record with HCCS which defaults to a student email set up by HCCS. You can change the preferred email within your student account settings. You will need to check whatever email you have on record daily for any updates to the class. All communication concerning the class will utilize Quickmail. Failure to check your email will not constitute a valid reason for not completing any assignments or exams. It is your responsibility to set up, check, and maintain your emails from this class. Please do not use the message system.

I will do my best to respond to an email within 24 hours. However, emails received after 5 pm on Fridays may not be responded to until Monday morning.

**TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, 20 U.S.C. A§ 1681 ET. SEQ.**

Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance.

It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations.

Log in to: [www.edurisksolutions.org](http://www.edurisksolutions.org) . Sign in using your HCC student e-mail account, then go to the button at the top right that says **Login** and enter your student number.