CJUS 5900.909,959: Capstone
Course Syllabus

Instructor: Brooke Miller
Term: Spring 2016
Class meeting: Online class – there are no in person meetings.

Instructor’s Contact Information

Email (preferred) Brooke.Miller@unt.edu
Office Phone 940-565-2562
Office Location Chilton 273K
Office Hours By appointment

Scheduling meetings during office hours: If you need to schedule a face to face meeting, I am available by appointment. The primary method to contact me is through email (which is also the method used to schedule meetings). Please allow 48 hours of turnaround time (weekdays) for your email and telephone inquiries. Phone and email messages sent during the weekend or on holidays will generally be answered the following business day.

**Note: Emails sent after 5p or on the weekends will generally be answered the following business day.

Email expectations: When sending an email, please put the COURSE NUMBER (CJUS 5900) in the subject line of the email. Only emails sent from your UNT email account (username@my.unt.edu) will receive a response. Emails will generally be returned within 24 hours with the exception of weekends and holidays when a response will be sent on the following business day. Also, to ensure that you receive timely course related correspondence, make sure your official email address at UNT is forwarded to your preferred email address.

Required readings
Reading assignments are noted in the Course Calendar.

Course Description
This course forms the culmination of the student’s learning in this program and serves to synthesize the knowledge gained from each course in the program. The course encourages students to utilize this knowledge to improve their leadership abilities. Focuses on the connection between criminology research and policy.

Learning Objectives
Upon successful completion of the course, students will be able to:

1. Synthesize the concepts, theories, and ideas presented in previous courses.
2. Understand and discuss how theory and policy interact in the criminal justice system.
3. Identify and discuss contemporary issues confronting the criminal justice system.
Technical Requirements/Assistance
The following information has been provided to assist you in preparation for the technological aspect of the course.
UIT Help Desk: http://www.unt.edu/helpdesk/index.htm
Hardware and software necessary to use Bb Learn: http://www.unt.edu/helpdesk/bblearn/
Browser requirements: http://kb.blackboard.com/pages/viewpage.action?pageId=84639794
Computer and Internet Literacy: http://clt.odu.edu/oso/index.php?src=pe_comp_lit
Necessary plug-ins: http://goo.gl/1lsVF

Minimum Technical Skills:
This is not a computer skills course and as such, students are expected to have a minimum skill set in order to access course materials and complete course assignments. Specifically, students should know how to access a Web site when given an address, use the features of their Web browser, download files, attach files to emails, use word processing software, copy and paste …etc.

Access and Navigation
Access and Log in Information
This course was developed and will be facilitated utilizing the University of North Texas’ Learning Management System, Blackboard Learn. To get started with the course, please go to: https://learn.unt.edu
You will need your EUID and password to log in to the course. If you do not know your EUID or have forgotten your password, please go to: http://ams.unt.edu.

Student Resources
As a student, you will have access to:
- Student Orientation via Blackboard Learn. It is recommended that you become familiar with the tools and tutorials within the Orientation to better equip you in navigating the course.
- Blackboard’s On Demand Learning Center for Students. It is recommended that you become familiar with the tools and tutorials to better equip you to navigate the course.
- From within Blackboard, you will have access to the “UNT Helpdesk” tab which provides student resources and Help Desk Information.

First steps
Upon entrance into the online classroom, students should spend some time navigating course materials and links to ensure they are able to locate all required materials. After the student has reviewed the syllabus and course materials, students will be required to post an introduction in the Discussion forum and complete a Course expectations quiz.

Student Support
The University of North Texas provides student technical support in the use of Blackboard and supported resources. The student help desk may be reached at:
Email: helpdesk@unt.edu
Phone: 940.565-2324
In Person: Sage Hall, Room 130
Regular hours are maintained to provide support to students. Please refer to the website (http://www.unt.edu/helpdesk/hours.htm) for updated hours.

**Method of Evaluation**  
As this is a graduate online class, students must be prepared to take responsibility for their own learning. Students should be prepared to complete assignments and discussions with little direction beyond that provided in the syllabus and individual assignment instructions.

**Course Midterm Exam:** This midterm exam is a comprehensive examination in criminal justice and a summative evaluation. Unlike regular coursework and formative assessments taken during completion of the degree, it is designed to be an integrative, independent endpoint assessment of the students' cumulative knowledge of graduate coursework in the field of criminal justice. It is not intended to test all areas of graduate education, but it allows the student to demonstrate acquired knowledge of important core theory, research and substantive applications of that policy in practice.

The comprehensive examination is intended to show the independent ability of the student to synthesize and present adequate and appropriate knowledge without the focus of a course content outline or an instructor's prompting. If you have had a demonstrated disability which inhibited your ability to perform in classroom examinations on file with the University, you may make arrangements for the appropriate accommodation when registering for the examination (see below for further information on ADA regulations).

Student’s responses to the questions will demonstrate their ability to integrate and apply their knowledge base developed over the course of the graduate degree program. The exam will consist of 3 questions and the students will have 2 weeks to complete it and turn it in to the instructor. This exam is similar to the comprehensive exams that are given in the face-to-face Masters program.

The test must be typewritten double spaced. DO NOT Plagiarize from the internet. You will fail if this is done. Do NOT just quote sections from other researchers as your answer. THIS EXAM MUST BE IN YOUR OWN WORDS. If you are going to cite someone write the sentence in your words and cite them in APA format.

*FAILURE TO TURN IN YOUR EXAM ON TIME WILL RESULT IN DEDUCTION OF POINTS AND POSSIBLE FAILURE OF THE CLASS.*

**Blackboard discussions and participation:** For each week you will be required to make at least four substantive comments on the discussion board. You will critique the research you are required to read and make 3 more comments on other students’ discussion comments. To earn points, such comments must be more than trivial and in fact substantial and substantive (think of these as the discussion you would engage in if we had an on campus class). Each discussion forum will remain open from Monday morning at 12:30 a.m. until the following Sunday night at 11:59 p.m. according to the due dates outlined in the Course Calendar.
You will be required to comment and support your views from the research that is provided to you. Grammatical errors as well as weak and unsupported comments will be deducted in points.

Participation on the discussion board is an integral part of any online learning community. Specifically, since we will not be meeting face-to-face, the discussion board will serve the function of interaction with your fellow students. Please make sure to be active on the discussion board as this will be a large part of your final grade in the course.

If you fail to complete ALL of the discussions or assignments the professor reserves the right to drop your final grade a letter grade at the end of the semester.

**Grade breakdown**

Midterm  50%
Discussion and participation  50%

*Grade related questions or concerns must be addressed within 1 week of the grade being posted to Blackboard.*

*There are no extra credit opportunities for the course.*

**Attendance Policy**

As this is an online course, there are fixed deadlines on assignments that students must meet in order to receive up to full credit for completed assignments. Students are expected to log in to the course daily to review course assignments, due dates, and check announcements, etc. Students may complete their work early and, in doing so, have a large amount of flexibility in completing their assignments. However, while work can be completed early, all assignments must be submitted by the due date listed in the course calendar in the syllabus. Students that have fallen behind, are failing and/or choose to not complete the coursework for the semester are responsible for officially withdrawing themselves from the course; failure to do so will result in a performance grade of "F". Last day to withdraw with a grade of “W” is October 7, 2016.

**Classroom Policies**

*Online Discussion Expectations:*

While this is an online class, we will still engage in weekly discussions in which individuals may have strong opinions regarding course related topics. Our online classroom is a collaborative environment in which every student should feel comfortable expressing ideas, opinions and engaging in thoughtful discussions. Students will respect the views and opinions of others at all times; name-calling and personal attacks are not permitted. Students engaging in disruptive or disrespectful behavior in the classroom will be given one warning through an email from the instructor. A second violation will result in the student being locked out of future discussions eliminating their ability to either participate in future discussions or earn additional discussion points for the course.

Students are expected to log in to Blackboard daily to check Announcements or changes to the course. Missing deadlines as a result of not frequently checking Blackboard will not be an excuse for late work submission.
A Grade of “Incomplete” (“I”): An Incomplete Grade ("I") is a non punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule; and (3) arranges with the professor before the end of the semester to finish the course at a later date by completing specific requirements that the professor must list on the grade sheet. All work in the course must be completed within the specified time (not to exceed one year after taking the course) If you do not meet the specifications for this grade, you will need to see the Registrar’s office about resigning from the University.

Being a Successful Online Student
-What Makes a Successful Online Student?
-Self Evaluation for Potential Online Students

Academic integrity
Standards of academic integrity are expected with regard to any course related work or submission. Students should consult the UNT website for questions, guidelines, appeals, and other information related to these policies:
http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf

Academic violation of UNT policy consists of the following:

A. Cheating. The use of unauthorized assistance in an academic exercise, including but not limited to:
   1. use of any unauthorized assistance to take exams, tests, quizzes or other assessments;
   2. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments;
   3. acquisition, without permission, of tests, notes or other academic materials belonging to a faculty or staff member of the University;
   4. dual submission of a paper or project, or re-submission of a paper or project to a different class without express permission from the instructor;
   5. any other act designed to give a student an unfair advantage on an academic assignment.

B. Plagiarism. Use of another’s thoughts or words without proper attribution in any academic exercise, regardless of the student’s intent, including but not limited to:
   1. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement or citation.
   2. the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in selling term papers or other academic materials.

C. Forgery. Altering a score, grade or official academic university record or forging the signature of an instructor or other student.

D. Fabrication. Falsifying or inventing any information, data or research as part of an academic exercise.
E. Facilitating Academic Dishonesty. Helping or assisting another in the commission of academic dishonesty.

F. Sabotage. Acting to prevent others from completing their work or willfully disrupting the academic work of others.

All submissions should be 100% original to this course.

Any violation of academic integrity will be handled on a case-by-case basis. At a minimum, the student will receive a 0 on the assignment in question, but more serious academic violations may be subject to the assignment of a failing grade for the course. Please do not hesitate to contact the instructor with questions related to citations or other academic integrity concerns.

**Resources**

Links to Academic Support Services, such as Office of Disability Accommodation, Counseling and Testing Services, UNT Libraries, Online Tutoring, UNT Writing Lab and Math Tutor Lab can be located within Blackboard Learn on the “Academic Support” tab.

UNT Portal: [http://my.unt.edu](http://my.unt.edu)


UNT Library Information for Off-Campus Users: [http://www.library.unt.edu/services/facilities-and-systems/campus-access](http://www.library.unt.edu/services/facilities-and-systems/campus-access)

UNT Computing and Information Technology Center: [http://citc.unt.edu/services-solutions/students](http://citc.unt.edu/services-solutions/students)

UNT Academic Resources for Students: [http://www.unt.edu/academics.htm](http://www.unt.edu/academics.htm)

Computer Labs: General access computer lab information (including locations and hours of operation) can be located at: [http://www.gacl.unt.edu/](http://www.gacl.unt.edu/)

**Student Evaluation of Instruction (SPOT)**

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction (SPOT) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester to provide you with an opportunity to evaluate how this course is taught. Student feedback is very important to UNT, please complete your SPOT (Student Perceptions of Teaching) survey during the open evaluation time.

**ADA Statement and Disabled Student Policy**

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of
accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation website at [http://www.unt.edu/oda](http://www.unt.edu/oda). You may also contact them by phone at 940.565.4323.

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Some or all of the materials on this course Web site may be protected by copyright. Federal copyright law prohibits the reproduction, distribution, public performance, or public display of copyrighted materials without the express and written permission of the copyright owner, unless fair use or another exemption under copyright law applies. Additional copyright information may be located at: [http://copyright.unt.edu/content/unt-copyright-policies](http://copyright.unt.edu/content/unt-copyright-policies).

**Course Calendar and Topics**
Students are responsible for keeping up with the schedule, any schedule changes as well as the assigned readings as we progress through the course. This is a tentative schedule and the instructor reserves the right to modify any part of the schedule at any time throughout the semester. All assignments must be submitted by 11:59p Central time on the date listed below. Late submissions are not accepted.

<table>
<thead>
<tr>
<th>Date</th>
<th>Readings and assignment due dates</th>
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| Week 1     | **Assignment:** Review syllabus, course requirements, and begin preparing for comprehensive exam to be completed weeks 5 and 6  
**Reminder – Zip code survey must be completed to unlock additional course materials** |
| 8/29-9/4   |                                                                                                 |
| Week 2     | **Topic:** Mental illness and crime  
**Readings:**  
**Assignments:** Mental illness discussion due 9/11 |
| 9/5-9/11   |                                                                                                 |
| Week 3     | **Topic:** Media and crime  
**Readings:**  
| 9/12-9/18  |                                                                                                 |
**Assignments:** Media and crime discussion due 9/18 |
| --- | --- |
| Week 5 9/26-10/2 | **Topic:** Victimization  
**Readings:**  
**Assignments:** Victimization discussion due 9/25 |
| Week 6 10/3-10/9 | **Topic:** Midterm comprehensive exam available 9/26; Films *The Departed* and *The Life of David Gale* |
| Week 7 10/10-10/16 | **Topic:** Police decision making  
**Readings:**  
**Assignments:** **Comps and film critique *The Departed* and *The Life of David Gale* due 10/9** |
<table>
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<th>Week 8</th>
<th>10/17-10/23</th>
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| **Topic:** Contemporary issues in policing  
**Readings:**  
**Assignments:** Contemporary issues in policing discussion due 10/23 |

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<th>Week 9</th>
<th>10/24-10/30</th>
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| **Topic:** Sentencing  
**Readings:**  
**Assignments:** Sentencing discussion due 10/30 |

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<th>Week 10</th>
<th>10/31-11/6</th>
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| **Topic:** Juvenile justice  
**Readings:**  
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<th>Week 11 11/7-11/13</th>
<th><strong>Assignments:</strong> Juvenile justice discussion due 11/6</th>
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| **Topic:** Incarceration  
**Readings:**  
| **Assignments:** Incarceration discussion due 11/13 |

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<th>Week 12 11/14-11/20</th>
<th><strong>Assignments:</strong> Evidence based corrections discussion due 11/20</th>
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| **Topic:** Evidence based corrections  
**Readings:**  

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<tr>
<th>Week 13 11/21-11/27</th>
<th><strong>Assignments:</strong> Evidence based corrections discussion due 11/20</th>
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| **Topic:** Drugs, Alcohol, and Crime  
**Readings:**  
Whelte, John, Lening Zhang, and William F. Wieczorek. (2001). The Effects of Substance Use on Specific Types of Criminal Offending in |
| Week 14 | Topic: Terrorism and crime  
Readings:  
Assignments: Terrorism and crime discussion due 12/4 |
|---|---|
| Week 15 | Topic: Computer crime  
Readings:  
Assignments: Computer crime discussion due 12/11 |