

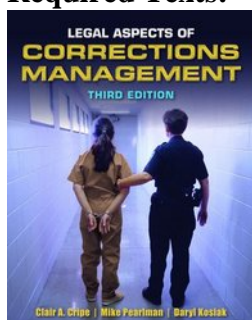
**Department:** Criminal Justice  
**Course Title:** Legal Aspects of Corrections  
**Section Name:** CJCR 2325 web  
**Semester:** Fall 2013  
**Time:** Web Instruction  
**Classroom:** NA

**Instructor:** Shawndee Kennedy  
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**Office Hours:**  
Monday: 1:30-3:30  
Tuesday: 8-11:00  
Wednesday: 1:30-3:30  
Thursday: 8-11:00  
Friday: By appointment only

### **Course Description:**

**A study of the operation, management, and legal issues affecting corrections. An analysis of constitutional issues involving rights of the convicted, as well as civil liability of correctional agencies and staff.**

### **Required Texts:**



**Legal Aspects of Corrections Management, 3<sup>rd</sup> Edition**  
**Clair A. Cripe, Michael G. Pearlman, Daryl Kosiak**

### **Description of Institutional Core Objectives (ICO's)**

Given the rapid evolution of necessary knowledge and skills and the need to take into account global, national, state, and local cultures, the core curriculum must ensure that students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. Therefore, with the assistance of the Undergraduate Education Advisory Committee, the Coordinating Board has approved guidelines for a core curriculum for all undergraduate students in Texas.

Through the application and assessment of objectives within the institution's core curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world; develop principles of personal and social responsibility for living in a diverse world; and advance intellectual and practical skills that are essential for all learning. Appropriate Odessa College faculty periodically evaluates all of the courses listed in the descriptions on the following pages of this catalog and keys them to Odessa College's Institutional Core Objectives (ICOs), as defined by the Texas Higher Education Coordinating Board (THECB). (Source: *Odessa College Catalog of Courses 2012-2013*, page 73)

### **Odessa College's Institutional Core Objectives (ICOs):**

- 1) *Critical Thinking Skills* - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- 2) *Communication Skills* - to include effective development, interpretation and expression of ideas through written, oral and visual communication
- 3) *Empirical and Quantitative Skills* - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
- 4) *Teamwork* - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- 5) *Personal Responsibility* - to include the ability to connect choices, actions and consequences to ethical decision-making
- 6) *Social Responsibility* - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

### **Learning Outcomes for Legal Aspects of Corrections (Source: *Odessa College Catalog of Courses*)**

<b>Outcome</b>	<b>ICO</b>
<b>Assess current case, statutory and constitutional law applicable to the correctional setting including clients, staff, and inmates.</b>	<i>Critical Thinking Skills</i> - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
<b>Explain and describe the various types and classifications of correctional populations.</b>	<i>Communication Skills</i> - to include effective development, interpretation and expression of ideas through written, oral and visual communication
	<i>Empirical and Quantitative Skills</i> - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
	<i>Teamwork</i> - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

	<i>Personal Responsibility</i> - to include the ability to connect choices, actions and consequences to ethical decision-making
<b>Explain consequences of civil and criminal liabilities.</b>	<i>Social Responsibility</i> - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

## **Odessa College Policies**

### **Academic Policies**

Note that the OC Student Handbook states (page 32) that “[i]n cases of academic dishonesty, the instructor has the authority to impose appropriate scholastic penalties. Complaints or appeals of disciplinary sanctions may be filed in accordance with the college due process procedure. Copies of the college due process procedure are available in the office of The Director of Student Life (CC104).”

For more information on your rights and responsibilities as a student at Odessa College, please refer to the following: *The 411 of OC: Student Handbook 2012-2013; Student Rights & Responsibilities* <http://www.odessa.edu/dept/studenthandbook/handbook.pdf>

### **Scholastic Dishonesty**

Scholastic dishonesty shall constitute a violation of these rules and regulations and is punishable as prescribed by board policies. Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism and collusion.

#### **"Cheating on a test" shall include:**

- Copying from another student's test paper
- Using test materials not authorized by the person administering the test.
- Collaborating with or seeking aid from another student during a test without permission from the test administrator.
- Knowingly using, buying, selling, stealing or soliciting, in whole or in part, the contents of an unadministered test.
- The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.
- Substituting for another student, or permitting another student to substitute for one's self, to take a test.
- Bribing another person to obtain an unadministered test or information about an unadministered test.
- "Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work.
- "Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. (Source: *Odessa College Student Handbook 2012-2013, page 29-30*)

### **Special Populations/Disability Services/Learning Assistance**

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

Odessa College affirms that it will provide access to programs, services and activities to qualified individuals with known disabilities as required by **Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (ADA)**, unless doing so poses an undue hardship or fundamentally alters the nature of the program or activity. Disabilities may include hearing, mobility or visual impairments as well as hidden disabilities such as chronic medical conditions (arthritis, cancer, diabetes, heart disease, kidney disorders, lupus, seizure disorders, etc.), learning disabilities or psychiatric or emotional disabilities. A student who comes to Odessa College with diagnosed disabilities which may interfere with learning may receive accommodations when the student requests them and submits proper documentation of the diagnosis. A Request for Accommodations form and guidelines for beginning the request process are available in the OC Help Center or on the Odessa College web site at [www.odessa.edu/dept/counseling/disabilities.htm](http://www.odessa.edu/dept/counseling/disabilities.htm). The college strives to provide a complete and appropriate range of services for students with disabilities such as assistance with testing, registration, information on adaptive and assistive equipment, tutoring, assistance with access and accommodations for the classroom where appropriate. For information regarding services, students with disabilities should contact the Office of Disability Services in the OC Help Center located in Room 204 of the Student Union Building or call 432-335-6433. (Source: *Odessa College Catalog of Courses 2012-2013*, page 52)

### **Dropping a Course or Withdrawing from College**

Students wishing to drop a non-developmental course may do so online using WebAdvisor, at the Wrangler Express, or Registrar's Office. A student wishing to drop a developmental course or withdraw from college should obtain a drop or withdrawal form from the Wrangler Express or the Registrar's Office. Students are encouraged to consult with instructors prior to dropping a class. Students may not completely withdraw from the college by use of the Web. Students must drop a class or withdraw from college before the official withdrawal date stated in the class schedule. Students who are part of the Armed Forces Reserves may withdraw with a full refund if the withdrawal is due to their being ordered into active duty. A copy of the student's orders must be presented to the Registrar's Office at the time of the withdrawal. For details, please contact the Office of the Registrar. **No longer attending class does not automatically constitute withdrawal from that class, nor does a student's notification to an instructor that the student wishes to be dropped. Failure of a student to complete the drop/withdrawal process will result in a grade of "F."** (Source: *Odessa College Catalog of Courses 2012-2013*, page 36)

### **Learning Resource Center (LRC; Library)**

The Library, known as the Learning Resources Center, provides research assistance via the LRC's catalog (print books, videos, e-books) and databases (journal and magazine articles). Research guides covering specific subject areas, tutorials, and the "Ask a Librarian" service provide additional help.

### **Student Success Center (SCC)**

Located in the LRC, the Student Success Center (SSC) provides assistance to students in meeting their academic and career goals. We strive to provide new and updated resources and services at no charge to OC students. Academic support services include tutoring, study skills training, workshops, and the mentoring

program. Tutoring is available for a variety of subjects including college mathematics, English, government, history, speech, chemistry, biology, and all developmental coursework. Appointments are preferred, but walk-ins will be served as soon as possible. Smarthinking online tutoring is also available. All computers in the center have Internet access, Microsoft Office, and software resources to assist OC students in improving their reading, writing and mathematical skills. The center also offers special assistance to students preparing for the THEA/COMPASS test. Computer lab assistants are available to assist students with student email, Blackboard, OC portal, Course Compass and more. For more information or to make an appointment, please call 432-335-6673 or visit [www.odessa.edu/dept/ssc/](http://www.odessa.edu/dept/ssc/) (Source: *Odessa College Catalog of Courses 2012-2013, page 54*)

### **Student E-mail**

Please access your Odessa College Student E-mail, by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **Correspondence will be submitted using your Odessa College email as an alternative method to contact you with information regarding this course.**

### **Technical Support**

For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at [https://www.odessa.edu/dept/ssc/helpdesk\\_form.htm](https://www.odessa.edu/dept/ssc/helpdesk_form.htm).

### **Expectations for Engagement – Face to Face Learning**

To help make the learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the learning environment. Students and instructors are welcome to exceed these requirements.

#### *Reasonable Expectations of Engagement for Instructors*

1. As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will
  - provided my contact information at the beginning of the syllabus;
  - respond to all messages in a timely manner through telephone, email, or next classroom contact; and,
  - notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of emergencies during the time I'm unavailable.
2. As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will
  - provide clear information about grading policies and assignment requirements in the course syllabus, and
  - communicate any changes to assignments and/or to the course calendar to students as quickly as possible.
3. As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will
  - return classroom activities and homework within one week of the due date and

- provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

*Reasonable Expectations of Engagement for Students*

1. As a student, I understand that I am responsible for keeping up with the course. To help with this, I will
  - attend the course regularly and line up alternative transportation in case my primary means of transportation is unavailable;
  - recognize that the college provides free wi-fi, computer labs, and library resources during regular campus hours to help me with completing my assignments; and,
  - understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my personal computer equipment or internet service is unreliable.
2. As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to,
  - missing class when a major test is planned or a major assignment is due;
  - having trouble submitting assignments;
  - dealing with a traumatic personal event; and,
  - having my work or childcare schedule changed so that my classroom attendance is affected.
3. As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will
  - seek out help from my instructor and/or from tutors;
  - ask questions if I don't understand; and,
  - attend class regularly to keep up with assignments and announcements.

## Institutional Calendar Fall 2013

<http://www.odessa.edu/college-calendar13.pdf>

### Registration:

On the Web (5 am to Midnight, 7 days a week).....	Apr 15-Aug 25
In Person (See Business Hours Above).....	Apr 15-Aug 23
FOR TUITION AND FEE SCHEDULES & PAYMENT INFORMATION, PLEASE CHECK ONLINE AT <a href="http://www.odessa.edu">www.odessa.edu</a>	
Classes Begin.....	Aug 26 (Mon)
Late Registration & Schedule Changes (Add/Drop):	
On the Web (5 am to Midnight, 7 days a week).....	Aug 26-27 (Mon-Tues)
In Person (See Business Hours Above).....	Aug 26-27 (Mon-Tues)
Holiday (Labor Day – Offices closed except for Wrangler Express – No Classes).....	Sep 2 (Mon)
Census Day.....	Sep 11 (Wed)
Last Day to Drop or Withdraw with a “W” (1st eight week courses).....	Oct 4 (Fri)
First Eight Weeks End.....	Oct 18 (Fri)
Second Eight Weeks Begin.....	Oct 21 (Mon)
Deadline for Fall Degree Application.....	Nov 1 (Fri)
Last Day to Drop or Withdraw with a “W” (full semester length courses).....	Nov 12 (Tues)
Last Day to Drop or Withdraw with a “W” (2nd eight week courses).....	Nov 26 (Tues)
Student Evaluation of Instruction Survey Available Online.....	Nov 18-22 (Mon-Fri)
Thanksgiving Holiday (begins 9 pm Tues, Nov 26).....	Nov 27-30 (Thurs-Sat)
Last Class Day.....	Dec 7 (Sat)
Final Exams.....	Dec 9-12 (Mon-Thurs)
End of Semester.....	Dec 12 (Thurs)
Fall Graduation.....	Dec 14 (Sat)
College Offices Closed.....	Dec 21-Jan 5 (Sat-Sun)

## Course Policies

### Disclaimer

This syllabus is tentative and subject to change in any part at the discretion of the instructor. Any changes will be in accordance with Odessa College policies. Students will be notified of changes, if any, in timely manner.

### Original Effort

The work submitted for this course must be original work prepared by the student enrolled in this course. Efforts will be recognized and graded in terms of individual participation and in terms of ability to collaborate with other students in this course.

### Description of students

Students enrolled in this course are students at Odessa College who are majoring in criminal justice studies or those who have an interest in the field of criminal justice.

### Course prerequisites

None (Source: *Odessa College Catalog of Courses 2012-2013*, page 178)

### Course Alignment with Industry Standards

## Digital Protocol

Cell phones must be placed on either *vibrate* or *silent* mode and are to be accessed in emergency cases only. The use of laptops or any other digital device is permitted in order to facilitate note-taking relative to instruction. Any written assignments will be submitted electronically on Blackboard. **The electronic recording of the time on Blackboard will be considered the time of assignment submission. Take necessary steps to ensure that your assignments are submitted on “Blackboard” time.** Back-up and/or additional copies of all assignments submitted is encouraged. **Computers/printers are available to OC students in the LRC (301-303); therefore, not having access to a computer due to technical issues (crash; corrupted files) will not be considered as an acceptable reason for not completing assignments.** If there is a loss of server connection with Odessa College due to maintenance, then an email will be sent to student with pertinent information and status reports. Assignments submitted electronically need to be **WORD documents (doc or docx).**

## Attendance Policy

Students are expected to attend class regularly. Attendance will be recorded using a “sign-in” sheet. Excessive absences will be grounds for disciplinary action, and will be determined on a case-by-case basis. If you are more than 15 minutes late to class or leave class early without notifying the instructor, this will count as an absence. Students are permitted 3 absences before a loss of an entire letter grade for this portion of your overall grade in the class.

## AVID

This course has been identified as a course by Career, Technical, and Workforce Education as one in which teaching and learning strategies adopted by AVID will be implemented. As a student in the legal program, you will be expected to develop an understanding of the strategies, to model the strategies, to maintain fidelity of implementation, and to examine how these strategies may impact your effectiveness as a professional in your chosen area of occupation, either through coursework or practicum experience as outlined by the course instructor.

## Grading Policy

Please understand that this is a required course for the criminal justice program in order to prepare you for a career in the criminal justice field. Quality work and active participation is expected and not to be negotiated. As a general policy, grades will be taken in class. Any written assignments or tests will be graded outside of class. You can expect feedback on assignments within a week’s time.

## Grade Inquiry Policy

It is the responsibility of the individual taking this course to maintain accurate track of assignment submissions and grades. There will be opportunities during the semester to meet with the instructor to discuss your academic progress. Contact the instructor to schedule an appointment. Class time will not be used for grade inquiries. All grades are final.

## Communication Plan

The best way to communicate with the course instructor is via email through Blackboard. Also, check in Blackboard regularly for announcements, including any changes in the course schedule due to instructor illness or conference attendance. Appointments with the instructor may also be scheduled.



## General Course Requirements

1. Attend class and participate.
2. Contribute and cooperate with civility.
3. **Submit assignments on time. Late work will not be accepted. Medical and/or family circumstances that warrant an extension on assignments need to be presented to the instructor. Extensions will be allowed at the instructor's discretion.**

## Grading Scale:

- "A" = 90-100  
"B" = 80-89  
"C" = 70-79  
"D" = 60-69  
"F" = 0-59

## Incomplete Policy

An 'Incomplete' grade may be given only if:

1. The student has passed all completed work
2. If he/she has completed a minimum of 75% of the required coursework. A grade of an "I" will only be assigned when the conditions for completions have been discussed and agreed upon by the instructor and the student.

## Overview of assignments

Type of Assignment	Percentage
1. Participation and Attendance	25%
2. Research Paper	25%
3. Exams Midterm and Final	25%
4. Assignments	25%

### 1. Participation and Attendance

Each student will be expected to participate in the weekly reading journal. You are expected to post 5 concepts you learned from reading your text by Friday of each week. There will be a short AVID video posted to help you with your reading skills. This will count as a grade also.

### 2. Research Paper

You will be responsible for writing a research paper this semester. You will be required to take your paper to the writing center before you submit it to me.

The paper will be 4 pages in length, double spaced with a 2" margin. You will be required to have 4 references in addition to your book. More details will be provided later in the semester along with a rubric of grading expectations.

### 3. Exams ( Midterm and Final)

Your midterm exam will consist of 50 questions; multiple choice, fill in the blank, short answer, essay, true/false and matching. You must be present on the day of the midterm exam as there will be no make-up exams given. The final exam will be a comprehensive exam (which means it will cover the entire semester). Again you will have the same type of questions as the midterm. There will be no make-up exams given so please make sure you are aware of the final exam time and date.

### 4. Assignments

Throughout the semester we will be doing small assignments from your textbook (the schedule below provides you with all of the assignments). Many of these assignments will require you to use Cornell Notes. There will be a video posted that you must watch within the first two weeks of class.

#### Schedule (Tentative and Subject to Change)

DATES	ASSIGNMENT	DESCRIPTION
8/26/13 to 9/1/13 Module 1 due Sunday by 11:30pm	Read chapter 1: An introduction to the Law and to the Legal Aspects of Corrections Management (pages 3-18); Summarize your reading in your reading journal	Cornell Notes Video* – there will be a link posted to Module one about Cornell Notes. Please watch this and also write a summary in module one. There will be an introductions blog open this week so we can all introduce ourselves. Tell us your name, major, career goals, and one fun thing about yourself. Chapter 1 Key terms due by Sunday (there are 35 of them).
9/2/13 to 9/8/13 Module 2 due Sunday by 11:30pm	Read Chapter 3: Habeas, Torts, and Section 1983 (Pages 41-54); Summarize your reading in reading journal*	Find a news article about a current event having to do with a Habeas Corpus lawsuit. Read the article and record a summary and your thoughts. Please also include a copy of

		the article you read.
9/9/13 to 9/15/13 Module 3 due by Sunday at 11:30pm	Read Chapter 5: A General View of Prisoner's Rights Under the Constitution (Pages 75-93); Summarize your reading in reading journal	Key Terms for chapter 5 due by Sunday (there are only 4 of them).
9/23/13 to 9/29/13 Module 4 is due by Sunday night at 11:30pm.	Read Chapter 6: Access to Courts (Pages 97-112); Summarize your reading in the reading journal	Use the blank Cornell Note page provided under course documents and fill out the notes about the 7 major cases in chapter 6. All sections of the notes must be filled out.*
9/30/13 to 10/6/12 Module 5 is due Sunday night by 11:30pm	Read Chapter 9: First Amendment: Religion (Pages 153-173); Summarize your reading in your journal	Use the blank Cornell Note page provided to summarize the <i>Cruz v. Beto</i> case and its outcome.
10/7/13 to 10/13/13 Module 6 is due by Sunday at 11:30pm	Read Chapter 10: Fourth Amendment: Search and Seizure, and Privacy (Pages 177-197); Summarize your reading in your journal	Find a news article about a current event having to do with a Search and seizure in a correctional facility. Read the article and record a summary and your thoughts. Please include a copy of the article with your summary.
10/14/13 to 10/20/13	Midterm Exam Chapters 1,3,5,6,9,10	Your midterm exam will be posted on Monday and is expected to be completed by Sunday at 11:30pm. There will be NO make-up exams and no late exams will be accepted. Attempt this early in the week in case you run in to problems.
10/21/13 to 10/27/13	Read Chapter 11: Fifth and Fourteenth Amendments: Due	Key terms for chapter 11 due by Sunday (there are only 5 of

Module 7 is due by Sunday at 11:30pm	Process – Inmate Discipline (Pages 201-220); Summarize in your reading journal	them).
10/28/13 to 11/3/13 Module 8 is due by Sunday at 11:30pm	Read Chapter 13: Fourteenth Amendment: Equal Protection – Female Offenders and Others (Pages 247-257); Summarize in your reading journal	Use the blank Cornell Note page to summarize the issues surrounding female inmates*. All portions of the notes need to be filled in.
11/4/13 to 11/10/13 Module 9 is due by Sunday at 11:30pm	Read chapter 14: Eighth Amendment: The Death Penalty and Other Sentencing Issues (Pages 259-272); Summarize in reading journal.	Find a news article about a current event having to do with the death penalty. Read the article and record a summary and your thoughts. Please include a copy of the article with your summary.
11/11/13 to 11/17/13 Module 10 is due Sunday by 11:30pm	Read Chapter 15: Eighth Amendment: Conditions of Confinement – Cruel and Unusual Punishment (Pages 275-304); Summarize in reading journal.	Find a current news article about deadly force. Summarize your article and your thoughts. Please include a link of your article with your assignment.
11/18/13 to 11/24/13 Module 11 is due by Sunday at 11:30pm	Read Chapter 16: Eighth Amendment: Health Care (Pages 307-334); Summarize in reading journal.	Using the Cornell Notes system, take notes on the section about inmate suicide*. Your completed notes are due by Sunday.
11/25/13 to 12/1/13 Module 12 is due by Sunday at 11:30pm	Read Chapter 20: Jails (Pages 429-444); Summarize in journal.	There are no key terms for chapter 20. You are to find 10 words in the reading that you did not understand and find the definitions. Turn them in as you would any other set of key terms.
12/2/13 to 12/8/13 Module 13 is due by Sunday at 11:30pm	Read Chapter 23: Loss of Rights of convicted Persons (Pages 497-507); Summarize in	Key terms for chapter 23 due by Sunday (there are only 2).

<b>RESEARCH PAPER DUE THIS WEEK BY SUNDAY AT 11:30PM!!!!!!</b>	your reading journal by Friday.	
12/9/13 to 12/13/13	FINAL EXAM	The final exam will be posted on Monday and will close on Thursday at noon!! Please make sure you take the exam during this period of time. I will not re-open it!

Assignments or strategies with an \* are AVID learning strategies we will be using in class.