

# **Criminal Justice Practicum**

CJS 291  
Spring 2018

Three Rivers Community College  
574 New London Turnpike  
Norwich, Connecticut 06360

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Office Hours:

M/W 12:30 to 2:00

T/R 11:00 to 12:00

And By Appointment

**I. Course Title:** Criminal Justice Practicum

**II. Course Information:**

- A. CJS K291
- B. Location: N/A
- C. Day/Time: Online

**III. Course Description:**

*Prerequisite: Permission of the instructor.*

This practicum is a college-approved and supervised position related to the student's criminal justice program with public or private law enforcement or security occupations in which basic law enforcement, criminal investigation, probation, or corrections form a principal part of the work of the agency in which field work experience is undertaken. Students are evaluated by members of the college faculty and the staff of the cooperating agency. This is a capstone course.

**IV. Course Goals:**

1. Utilize critical thinking skills.
  - A. To acquire and analyze information to determine its quality and utility.
  - B. To recognize parallels between and among disciplines and apply knowledge, skills, or abilities learned in one discipline to another.
  - C. To summarize, analyze, evaluate, and use argumentation and persuasion.
  - D. To utilize inductive and deductive thought processes.
  - E. Apply ethical concepts to an ethical question and state the objective, assumptions, and implications of different ethical concepts
2. To understand and convey ideas in diverse contexts using reading, writing, speaking, and listening.
  - A. To comprehend and evaluate written passages.
  - B. Utilize social science methodology to differentiate between fact, information, and opinion.
  - C. Produce a research paper that conforms to APA standards.
  - D. To speak clearly.
  - E. To understand lectures, arguments, and other speech.
3. Articulate the relationship between building and demonstrating collaborative learning skills.
  - A. Demonstrate the ability to collaborate with diverse groups in a variety of settings
  - B. Engage collaboratively with peers in the classroom setting to meet a shared goal

- C. Analyze the effectiveness of the collaborative endeavor

**V. Instructional Methods:**

- A. Internship
- B. Online Discussion

**VI. Required Text:**

Criminal Justice Internships, 9th Edition, R. Bruce McBride, Routledge, ISBN 978-1-1382-3166-5

**VII. Disabilities Statement:**

If you are a student with a disability and believe you will need accommodations for this class, it is your responsibility to contact the Disabilities Counseling Services at 860-215-9289. To avoid any delay in the receipt of accommodations, you should contact the counselor as soon as possible. Please note that I cannot provide accommodations based upon disability until I have received an accommodation letter from the Disabilities Counselor. Your cooperation is appreciated.

**VIII. Course Outline:**

Week #1 – Jan. 17 to 24, Chapter #1 Summary, Discussion Posting, Chapter 1  
Week #2 – Jan. 24 to 31, Chapter #2 Summary, Discussion Posting, Chapter 2  
Week #3 – Jan. 31 to Feb. 7, Chapter #3 Summary, Discussion Posting, Chapter 4  
Week #4 – Feb. 7 to 14, Chapter #4 Summary, Discussion Posting, Chapter 5  
Week #5 – Feb 14 to 21, Chapter #5 Summary, Discussion Posting, Chapter 6  
Week #6 – Feb. 21 to 28, Chapter #6 Summary, Discussion Posting, Chapter 8  
Week #7 – Feb. 28 to March 7, Chapter #7 Summary, Mid-Semester Hour Update Due  
Week #8 – March 7 to 12, Chapter #8 Summary, Discussion Posting, Chapter 9  
Week #9 – March 12 to 18 Spring Break, No Assignments Due  
Week #10 - March 18 to 21, Chapter #9 Summary, Discussion Posting, Chapter 10  
Week #11 – March 21 to 28, Chapter #10 Summary  
Week #12 – March 28 to April 4, Chapter #11 Summary

Week #13 – April 4, to 11, Chapter #12 Summary

Week #14 – April 11 to 18, Chapter #13 Summary, Discussion Posting, Chapter 13

Week #15 – April 18 to 25, Chapter #14 Summary, Discussion Posting, Chapter 14

Week #16 – April 25, to May 2, Discussion Board Closed, 90 hours completed, Final Paper Due

Week #17 – May 2 to 9, Supervisor Evaluation Due no later than the 9<sup>th</sup>

## **XI. Evaluation Procedures**

Your final grade will be determined by a combination of exams, a research paper, and quizzes. All assignments will be submitted online in the course shell.

Text Chapter Summaries	140 points – 14 @ 10 points each
Final Paper	400 points
Discussion Postings	100 points 10 @ 10 points each
<u>Supervisor Evaluation</u>	<u>360 points</u>
	1000

### **Chapter Summaries:**

The student will submit written summaries of each chapter in the assigned text as noted on the course schedule.

### **Discussion Board:**

Periodically throughout the semester students will be notified of discussion questions and are required to provide a substantive response to the questions.

### **Supervisor Evaluation:**

The site supervisor will complete an evaluation as provided for by the course instructor. The student is responsible to ensure the form is provided to the site supervisor and returned to the course instructor.

**Grades:** All grades will be posted on Blackboard. The grades will be expressed in a point value. For example: an exam is worth 250 points, a grade of between 0 and 250 points will be recorded. The total amount of points earned during the semester will correspond to the grade scale listed below.

### **Final Paper:**

The student will maintain a journal, in good form, specifying the days and hours worked, assignments/jobs started and or completed, readings started and/or completed, and learning objectives met. Forms are provided for this purpose. At the conclusion of the internship the student will submit a final paper with at a minimum will contain the three following sections:

1. Chronological description of the experience.
2. What the student learned from the experiences.
3. How Section 2 compares to what the student learned in the classroom.

### **Program Evaluation**

All students in this course are required to complete a program evaluation. This is not graded and is not identified to the student. The program assessment is used to determine the effectiveness of the criminal justice program and used to improve the program. Your cooperation is appreciated. The program evaluation will be made available in the course shell near the end of the semester.

### **X. Final Grade Scale**

A	=	94 - 100
A-	=	90 - 93
B+	=	87 - 89
B	=	83 - 86
B-	=	80 - 82
C+	=	77 - 79
C	=	73 - 76
C-	=	70 - 72
D+	=	67 - 69
D	=	63 - 66
D-	=	60 - 62
F	=	00 - 59
W	=	Withdrawal
I	=	Incomplete
P / F	=	Pass / Fail
AU	=	Audit

### **XI. College Withdrawal Policy**

Students may withdraw from a course by completing a withdrawal form. The form must be submitted to the Registrar's Office. The last date for withdrawal is listed in the academic calendar.

### **XII. Instructor's Attendance Policy**

Consistent attendance at class meetings is crucial to success in this course. You are expected to attend all classes in order to receive full benefit from instruction.

### **XIII. Academic Dishonesty**

Conduct which as its intent or effect the false representation of a student's academic performance and/or knowingly and intentionally assisting another student to do so in any way constitute academic dishonesty. In the event of academic dishonesty, the College's policy will be enforced.

### **XIV. Cellular Phones etc.**

Students are notified that cellular phones etc. are allowed in class or in the Learning Resource Center only if they are turned off or turned to a silent mode. Under no circumstances are phones to be answered in class. When there are extenuating circumstances that require that a student be available by phone or beeper, the student should speak to the instructor prior to class so that together they can arrive at an agreement.

### **XV. Digication Portfolio**

All students are required to maintain an online learning portfolio in Digication that uses the college template. Through this electronic tool students will have the opportunity to monitor their own growth in college-wide learning. The student will keep his/her learning portfolio and may continue to use the Digication account after graduation. A Three Rivers General Education Assessment Team will select and review random works to improve the college experience for all. Student work reviewed for assessment purposes will not include names and all student work will remain private and anonymous for college improvement purposes. Students will have the ability to integrate learning from the classroom, college, and life in general, which will provide additional learning opportunities. If desired, students will have the option to create multiple portfolios.

### **XVI. Board of Regents for Higher Education and CSU Policy Regarding Sexual Misconduct Reporting, Support Services, and Processes Policy**

#### **Statement of Policy for Public Act No. 14-11: An Act Concerning Sexual Assault, Stalking and Intimate Partner Violence on Campus:**

"The Board of Regents for Higher Education (BOR) in conjunction with the Connecticut State Colleges and Universities (CSCU) is committed to insuring that each member of every BOR governed college and university community has the opportunity to participate fully in the process of education free from acts of sexual misconduct, intimate partner violence and stalking. It is the intent of the BOR and each of its colleges or universities to provide safety, privacy and support to victims of sexual misconduct and intimate partner violence."

**UNITED STATES DEPARTMENT OF EDUCATION AND OFFICE OF CIVIL RIGHTS  
TITLE IX STATEMENT OF POLICY:**

“Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on sex in education programs and activities in federally funded schools at all levels. If any part of a school district or college receives any Federal funds for any purpose, all of the operations of the district or college are covered by Title IX.