

**The University of New Mexico—Valencia  
Syllabus for CJUS 1110/SOCI 2120**

**Fall 2023, online**

**Instructor:** Linda Silber, PhD

**Office Room Number:** N/A since the class is fully online

**Office hours via Zoom:**

Tuesday 7:00-8:00 p.m. The link is posted in Canvas; if those are not good times, you can schedule a different time to meet with me.

Cell phone: (505) 227-1136 (You can call between 9 a.m.-9 p.m. On holidays/weekends I will have a slower response.)

**Email:** [lsilber1956@unm.edu](mailto:lsilber1956@unm.edu)

**Yo Intro Criminal Justice People! I am excited to teach this class that covers a little bit of everything in our criminal justice system. It is also not a neutral topic! I expect that people will have a point of view about what they are studying and writing about, and that's fine. It would be strange if you did not! Also, online classes are different, as you probably already know! There is a schedule with deadlines, just as there is with face-face classes. And an eight week class goes fast! If you miss assignments, you will fall behind, and it is hard to catch up. If you don't have time to devote to the class, consider taking it in the regular semester, as eight weeks is essentially "double time." I also know that "life happens," especially in our Covid world. If something has thrown you off, and you need an extra day or two to turn in an assignment, let me know.**

**There is an optional 15-minute Zoom check-in meeting every week, which you will get credit for. The idea behind the weekly check-in is to make sure that people are on track, and to build community in our class. If you can't make the Zoom meeting, we can also do an email check-in. Everyone needs to complete this survey by 11:59 p.m. on Wednesday October 18 so that I can create meeting times that work for people. Please note: If you don't put your complete name in the survey, I won't be able to give you credit for responding to it. <https://www.when2meet.com/?21587830-xZUk3>**

**I am a sociologist by training, and I have taught criminal justice classes on a regular basis since 2015. It's always fun to interact with students about the course material, which is both interesting and disturbing. YIKES!**

**Last year, Valencia received a grant to provide non-academic assistance to all students, which might also be helpful to you. <http://valencia.unm.edu/campus-resources/pasos/pasos-resource-center/index.html>**

**Prerequisites:** Students must meet prerequisites in English and mathematics by achievement of minimum placement scores on the Accuplacer or ACT or through completion of course work. However, there are no CJUS prerequisites for taking the class.

**Catalog Description**

**CJUS 1110: Introduction to Criminal Justice.** (3) This course provides an overall exploration of the historical development and structure of the United States criminal justice system, with emphasis on how the varied components of the justice system intertwine to protect and preserve individual rights. The course covers critical analysis of criminal justice processes and the ethical, legal, and political factors affecting the exercise of discretion by criminal justice professionals.

**Required Textbook:**

Mallicoat, Stacy L. 2019. Crime and Criminal Justice: Concepts and Controversies. 2<sup>nd</sup> edition. Sage Publications. ISBN for the paperback edition: 9781544338972; however, there is also an electronic version that you may want to use.

**PLEASE NOTE THAT YOU CANNOT DO WELL IN THE CLASS WITHOUT READING THE TEXTBOOK! IN FACT, I DON'T KNOW HOW YOU CAN PASS THE CLASS. THE TEXT IS ON RESERVE IN THE UNM V LIBRARY FOR YOU TO USE, AND YOU WILL FIND A PDF OF THE FIRST CHAPTER UNDER "RESOURCES FOR THE WEEKLY PAPER"**

**Course Objectives/Learning Outcomes:**

1. Identify the current practices and functions of the criminal justice system.
2. Understand and communicate how crime data is collected and measured and how this data informs the claims of policy makers and public policy outcomes.
3. Demonstrate the ability to compare and contrast the institutional practices and stratification of the U.S. criminal justice system with other criminal justice systems in the developed regions of the world.
4. Communicate an understanding of sociological theories of the U.S. criminal justice system through academic research and written assignments.
5. Describe the functions of the social institutions connected to crime, e.g., polity, media, education, family.

**COURSE REQUIREMENTS****1. Weekly check-in**

There is a weekly check-in for 15 minutes which is worth 1 point per week. The purpose of the check-in is to make sure that your questions and concerns about the course are addressed, and to build community in the class. I will survey the class to find out when people have free time. The weekly check-in is optional but useful.

#### 4. Discussion board

Students participate in **four out of five online discussion boards** in weeks 2, 3, 4, 5, and 6. **You decide which week to skip.** The discussion board is an opportunity to discuss some of the more complex weekly paper questions with other people, and it could also be a good opportunity to brainstorm about the questions. Each person's initial post should be about 100 words. The initial post explores your thoughts and feelings about the two questions from the weekly paper that you find the most interesting or possibly most puzzling, and your thoughts about the two questions. Then everyone responds to two other student posts. **The initial post is due Saturday by 11:59 p.m., and the responses are due Sunday by 11:59 p.m.** The responses to other students should be 50-100 words. **Please note: If the posts to other students are late, you don't get credit as the point is to interact with each other.**

#### 5. Reflection paper:

Everyone completes a reflection paper in which they examine a particular aspect of the criminal justice system and apply it to their own life. The paper should be four-five pages, typed double-spaced. Please note that this is not a research paper; it is an application paper in which you write about anything that we are studying this semester, and apply the relevant criminal justice/sociological information to your own life or that of someone you are close to. This paper is worth 50 points. I will post reflection paper samples on our website as well as guidelines. The draft of the reflection paper is due December 10 by 11:59 p.m. and the final reflection paper is due December 14 by 11:59 p.m. I will look at any draft, regardless of its condition, as I think it's always useful to get feedback.

#### 6. Formatting:

All writing assignments must be typewritten, double-spaced in a 12 pt. Times New Roman font. **Also, papers must be submitted to Canvas as either a Word.doc or .pdf. Google Docs are not compatible.**

### GRADING

Grading will generally conform to the following:

140 POINTS WEEKLY PAPERS (7 @ 20 points each)  
60 POINTS SHORT RESPONSE PAPERS (4 @ 15 points each)  
80 POINTS DISCUSSION BOARD (4 @ 20 points each)  
10 POINTS DRAFT OF THE REFLECTION PAPER  
50 POINTS REFLECTION PAPER  
8 POINTS WEEKLY CHECK-IN (8 @ 1 point each)  
5 POINTS SURVEY FOR THE WEEKLY CHECK-IN  
5 POINTS SYLLABUS QUIZ  
5 POINTS INTRODUCTION  
5 POINTS MID SEMESTER SURVEY  
5 POINTS COURSE EVALUATION

373 POINTS TOTAL

Grade	Percent	Points
A	100-90	373-336
B	89-80	335-298
C	79-70	297-261
D	69-60	260-224
F	59% and below	223 and below

### **Attendance and Participation Policy**

• Everyone submits assignments on a schedule; it is not a class in which you can turn in all the work in the last week. That would be an impossible workload for anyone! I instituted a new policy last semester that seemed to go well: there will be “soft” and “hard” deadlines for various assignments. This means that some assignments may be due throughout the week but there is no penalty for turning them in Sunday night by 11:59 p.m. However, the deadlines for the discussion board are fixed, and are as follows: the initial post must be submitted Saturday by 11:59 p.m. and the responses to other students must be submitted Sunday by 11:59 p.m.

**• Students who miss the first week of class, which includes several assignments, may be dropped from the course. If you fall behind it can be hard to catch up since the course is only 8 weeks! YIKES!!!!**

### **Late Work Policy (thanks to Fabiola Torres)**

You should plan to submit work on time, but if you are unable to, late work will be accepted with a penalty of 10% deduction per day. However, if you think that you may have a problem getting work in on time, contact me no later than the due date to let me know, and then we can talk about a solution. Also, in general, I have no problem with people occasionally (once or twice a semester) submitting work up to two days late if they notify me ahead of time. I know that “life happens” to all of us from time to time!

**FYI: I won’t accept any work after December 14 at 11:59 p.m. regardless of circumstances. At that point, I calculate grades and the semester is over.**

### **Academic Honesty Policy**

You are expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, including dismissal, against any student who is found responsible for academic dishonesty. Any student who has been judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course. Academic dishonesty includes, but is not limited to, dishonesty on papers or assignments; claiming credit for work not done or done by others (plagiarism); and hindering the academic work of other students. Here is the link to the UNM Academic Dishonesty Policy: <https://policy.unm.edu/regents-policies/section-4/4-8.html>

Please do not leave your computer or other devices where others can steal or copy your work or make your files “public.” When using a public computer, you should make sure that you erase your work from the computer and remove any connected devices.

## **Course Communications**

Please communicate with me using your UNM email address rather than other email addresses. My email address is [lsilber1956@unm.edu](mailto:lsilber1956@unm.edu). You can expect a response from me within 24 hours on weekdays and 48 hours on weekends to course messages, email messages, or phone calls. When you receive a communication from me, you should attempt to reply within 48 hours. You can also call me on my cell phone at (505) 227-1136 between 9 a.m. to 9 p.m. any day of the week but I don't text. On weekends and holidays, I will get back to you within 48 hours, and during the week I will get back to you within 24 hours. I have noticed that Canvas email can be slow. If you want a quicker response from me, email directly to my UNM email address at [lsilber1956@unm.edu](mailto:lsilber1956@unm.edu).

**My goal is to grade your work within several days so that you get feedback on a regular basis. I may sometimes fall short of this goal, but it is important to me so I will try my best. Generally, I don't email about grades, but I am happy to talk about them virtually or over the phone.**

Each week I will send out an email to let you know what's up for the week, and I will also post it in the weekly module. I will also post a short video. Please be aware that you will only be able to see one module (week) at a time. I can't open all the modules because I am still working on them. If I'm able to open two modules/weeks ahead, I will do so.

## **Technical Needs Computer Requirements**

Since this course is taught online, frequent use of a computer is required. You must have access to a computer and to the internet, and you need to be familiar with the use of a browser such as Internet Explorer, Chrome, Safari, or Firefox. Access at least part time to a broadband (high speed) internet network, such as DSL, cable, wireless, or satellite, is strongly recommended since some of the assignments involve audio and video clips. You can access broadband networks at many libraries and on campus. Some minimum hardware and software are required to complete the course. You may find this link helpful: <http://it.unm.edu/support/>

## **UNM Computer Account Policy**

You are required to have a UNM campus account (NetID). You will use this account to access this course via Canvas, which the learning management system for UNM. You will also use this account to register for classes through MyUNM, <http://my.unm.edu>. This account is also used to read and send e-mail (the UNM email address looks like NetID@unm.edu), print transcripts, check financial status, and check degree progress. The NetID and password for Canvas is the same as your login for your UNM Main Campus account. **For this class, you should check your UNM email (LoboMail) DAILY, as this is the main communication method used by the university.** You can access your email via MyUNM by clicking on the "MyUNM" link on either the Main Campus web page (<http://www.unm.edu>), or by typing in the web address <http://my.unm.edu>. You must then log in using your NetID and password. Email is available on the UNM Email tab.

## **Support and Resources for Canvas, our learning management system**

Here is how you access Canvas: <https://canvasinfo.unm.edu/students/index.html>. Note that Canvas works with a limited number of browsers and versions, so you should make sure you are using one of these. For all browsers, JavaScript and cookies must be enabled. If you need support, use this link: <https://canvasinfo.unm.edu/support/index.html>. Also, here is a link to UNM's policy on netiquette: <https://canvasinfo.unm.edu/students/intro-to-canvas/netiquette.html>, which refers to polite behavior while interacting with others either in virtual discussions or discussion boards.

### **Technical Support**

If you are having technical problems with Canvas, you can contact free technical support in one of the following ways: ▪ Phone: 505-277-0857, Canvas support on Main Campus. ▪ UNM-Valencia Technology Support: <https://valencia.unm.edu/campus-resources/technology-support/contact-ts.html>. You can also call Technology Support at (505) 925-8911 Monday through Friday from 8-5. Please don't contact me about tech issues since I won't know the answer to your questions.

### **Academic Support.**

The Library at UNM has many electronic databases that you may find useful. You can link to the UNM-Valencia Library here: <http://valencia.unm.edu/library/index.html>. For more information about accessibility at UNM-Valencia, go to <https://valencia.unm.edu/about/accessibility.html>. The Writing Center will work with you online or in person. <https://valencia.unm.edu/campus-resources/title-v-next-generation/writing-center.html>.

### **UNM Policies Drop Policy**

If you decide to drop the class, it is your responsibility to do so; you should be aware of University-wide posted deadlines for tuition refunds and mandatory assignment of grades. You should not assume that I will drop you before a deadline if you simply stop logging in to an online class. Dropping a course may affect your financial aid status and/or tuition refund. A drop will result in a grade of "W." If you do not officially drop the class, you will receive the grade earned based on the syllabus grading criteria, which may be an "F."

### **Students' Online Classroom Participation May Be Monitored**

The online classroom provides tools for the instructor to monitor students' participation in online classes. I have access to records of when you logged in, what course materials you opened during each session, and when you submitted coursework. This data allows me to evaluate class participation and to help me identify students having difficulties using online classroom features.

### **Course Evaluations and Surveys**

UNM requests that all students participate in course evaluations because the information they provide is helpful in improving courses for future students. Although I know they are a pain, surveys and evaluations are useful since I always want to improve. I will offer 5 points for completing the course evaluation.

### **Accommodations**

If you have a documented disability, the Equal Access Services office will provide me with a letter outlining your accommodations. I will then discuss the accommodations with you to determine the best learning environment. If you feel that you need accommodations, but have not documented your disability, please contact Sarah Clawson, the coordinator for Equal Access Services at 925-8840 or [sjclawson@unm.edu](mailto:sjclawson@unm.edu)

### **Credit Hour Statement**

This is a three credit-hour course delivered online over eight weeks during the spring 2023 semester. Please plan for a minimum of 12 hours per week to learn course materials and complete assignments. Support: Center for Academic Program Support (CAPS). Many students have found that time management workshops can help them meet their goals (consult CAPS website under "services").

**Respectful and Responsible Learning:** We all have shared responsibility for ensuring that learning occurs safely and equitably. UNM has important policies to preserve and protect the academic community, especially policies on student grievances (Faculty Handbook D175 and D176), academic dishonesty (FH D100), and respectful campus (FH CO9). TUNM follows the UNM policies as stated in the Pathfinder – Student Handbook, which can be found at this link: <http://pathfinder.unm.edu/>.

### **Equal Opportunity and Nondiscrimination**

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered “responsible employees” by the Department of Education (see page 15 - <http://www2.ed.gov/about/offices/list/ocr/docs/ga-201404-title-ix.pdf>). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, see: <https://policy.unm.edu/university-policies/2000/2740.html>.

## **SCHEDULE OF ASSIGNMENTS/READINGS**

WEEK 1 October 16-22

Introduction to the course and one another

Chapter 1 Crime and Criminal Justice

**Survey response due October 18 by 11:59 p.m.**

**Paper 1 due October 22 by 1:59 p.m.**

**Introduction due October 22 by 11:59 p.m.**

**Syllabus quiz due October 22 by 11:59 p.m.**

**Weekly check-in**

WEEK 2 October 23-29

Chapter 2 Concepts of Law and Justice

Chapter 3 Defining and Measuring Crime

**Paper 2 due October 29 by 11:59 p.m.**

**Short response week 2 soft deadline October 25 by 11:59 p.m. Hard deadline October 29 by 11:59 p.m.**

**Discussion board: initial post due October 28 by 11:59 p.m. Responses to two students' posts due October 29 by 11:59 p.m.**

**Weekly check-in**

WEEK 3 October 30-November 5

Chapter 4 Explanations of Criminal Behavior

Chapter 5 Victims and Criminal Justice System

**Paper 3 due November 5 by 11:59 p.m.**

**Short response week 3 soft deadline November 1 by 11:59 p.m. Hard deadline November 5 by 11:59 p.m.**

**Discussion board: initial post due November 4 by 11:59 p.m. Responses to two students' posts due November 5 by 11:59 p.m.**

**Weekly check-in**

WEEK 4 November 6-November 12

Chapter 6 Criminal Justice Policy

Chapter 7 Policing Organizations and Practices

**Paper 4 due November 12 by 11:59 p.m.**

**Short response week 4 soft deadline November 8 by 11:59 p.m. Hard deadline November 12 by 11:59 p.m.**

**Discussion board: initial post due November 11 by 11:59 p.m. Responses to two students' posts due November 12 by 11:59 p.m.**

**Weekly check-in**

**Mid-semester survey due November 12 by 11:59 p.m.**

WEEK 5 November 13-19

Chapter 8 Issues in Policing

Chapter 9 Courts and Crime

**Paper 5 due November 19 by 11:59 p.m.**

**Short response week 5 soft deadline November 15 by 11:59 p.m. Hard deadline November 19 by 11:59 p.m.**

**Discussion board: initial post due November 18 by 11:59 p.m. Responses to two students' posts due November 19 by 11:59 p.m.**

**Weekly check-in**

WEEK 6 November 20-26

Chapter 10 Punishment and Sentencing

Thanksgiving holiday: November 23-24

**Paper 6 due November 26 by 11:59 p.m.**

**Short response week 6 soft deadline November 22 by 11:59 p.m. Hard deadline November 26 by 11:59 p.m.**

**Discussion board: initial post due November 25 by 11:59 p.m. Responses to students' posts due November 26 by 11:59 p.m.**

**Weekly check-in**

**\*I know there's a lot going on this week! This might be the week to skip assignments if you know you're going to be super busy with the Thanksgiving holiday.\***

WEEK 7 November 27-December 3

Chapter 11 Prisons and Jails

Chapter 12 Community Corrections

**Paper 7 due December 3 by 11:59 p.m.**

**Weekly check-in**

WEEK 8 December 4-10 **THE END IS NEAR**

## Course Policy on Artificial Intelligence (or AI) generated text, taken directly from John Moss, with many thanks!

AI content generators and other programs like them are an emerging technology. These tools *can* be valuable if they are used correctly in certain situations. Higher education settings are not one of these situations! Using AI for writing research papers in college isn't a good idea for a number of reasons: it is often inaccurate, it is biased against minoritized groups of people in our society, and it has the potential to interfere with your learning process. **I recommend not using AI in your writing for this class.**

- I will be working under the assumption that any work with your name on it was authored by you. If you did not write the paper or assignment that you turned in and you used AI-generated content to write all of your assignment instead, it will be considered plagiarism, just as it would be if you copied your paper from another student and pretended it was your own. Plagiarism is a violation of UNM's academic integrity policy: <https://pathfinder.unm.edu/campus-policies/academic-dishonesty.html>
- A violation of this policy means that you could score a zero (0) for any assignment you submit that is not written by you. This does not mean that you can't use AI, only that you should limit your use of it in your work and always cite the AI generated text.
- All assignments submitted for this course must be primarily of your own work. *Any use of AI technology in this class should only be used to supplement your own ideas and research.* If you do choose to use it, no more than around 15% of the writing you submit for this course should be AI generated. If I find evidence that you've gone over this 15% guideline, I will ask to meet with you and your grade on that assignment will be negatively affected. Depending on how far over the 15% guideline you go, it is also possible that it will become a case of plagiarism (see above).
- **Don't simply trust what it says.** If you do use AI-generated content in this course, you must verify the facts, data, sources, and quotations that are generated by the tool(s) you use. AI tools routinely generate material that seems OK at first but is often wrong and even biased against minoritized people in our society. *Remember that you are responsible for the accuracy and truth in your work. Whenever you include AI-generated information in the work you submit, you must check your course materials carefully for confirmation that the information is accurate and fix it if you find mistakes. Any mistakes you make in the writing you submit are your responsibility and your grade on the assignment will be negatively affected.*
- **Don't let the AI tools think for you.** AI technology is a tool. As with all tools—such as cell phones, computers, calculators, chainsaws, and toaster ovens—the results are best when the user knows how to use the tool correctly and responsibly. Every assignment in this course is carefully crafted with the goal of increasing your knowledge of society, the social worlds we experience, and other skills that are valuable to learn, like writing. Allowing AI tools to think for you means you will be missing out on learning these important skills and expanding your knowledge of these topics. Taking a college class is a chance to expand your mind and learn! Please take advantage of this opportunity *and* take responsibility for your education.
- **If you choose to use AI – generated content in your work, indicate this in your writing by using an in-text or parenthetical citation within your writing followed by full citation at the end of your writing.** If you do not attempt to cite AI-generated content in your writing, I will assume that you are intentionally trying to mislead me into thinking that the AI generated writing was your own work which is a form of plagiarism, and the first bullet points applies.

## How to Cite AI-generated content

1. First, put quotation marks around *all* of the AI-generated content that you are using in your writing.
2. Second, provide a parenthetical in-text citation after the AI-generated content that includes both the name of the application that you used to generate the content and the year you accessed the AI-generator.
3. Finally, include a full citation after the writing you submit that includes AI-generated text.

See below for an example of what a parenthetical in-text citation would look like if you are using Chat GPT to generate content in your writing.

If parts of a quoted sentence are irrelevant to your writing, you can remove words by using three dots (aka an ellipsis) to indicate that you took some words out.

“...sociology aims to shed light on the complex web of relationships that make up human society, offering insights into how societies function, how they change, and how individuals are shaped by their social contexts.” (Chat GPT 3.5 2023)

Note that the AI generated text is bracketed by quotations!

The name of the AI Generator is in parenthesis, followed by the year the text was generated

**You must also include what is called a full citation in a list of references after any assignment where you include AI generated content.** Here is the information that you should include in your full citation.

1. First, include the prompt or the sequence of words that you used to generate the content and put this in quotations. If the prompt is longer than a line of text, a description of the prompt is also OK. Capitalize the first letter of the prompt or description and put a period at the end of the prompt.
2. Include the name of the AI tool in italicized font, followed by a comma.
3. Third is the company that created the AI tool.
4. Next, put the date you accessed the AI tool.
5. Finally, include the URL of the tool that you used.

**Here is a full citation that you can use as an example:**

“Describe the study of sociology.” *ChatGPT 3.5*, Open AI, 16 Aug. 2023, <https://chat.openai.com/auth/login>

Remember that this full citation should be included in the list of sources that is placed after your assignment. If you have any questions about how to use or cite AI generated content, please reach out to me.

## **RESOURCES TO HELP YOU SUCCEED**

**VETERAN SUPPORT SERVICES:** For assistance, please contact Frances Duran (Campus Branch Registrar) at 505-925-8585 or [fduran@unm.edu](mailto:fduran@unm.edu)

**SUPPORT SERVICES FOR STUDENTS WITH DIFFERENT NEEDS:** In accordance with University Policy 2310 and Americans with Disabilities Act (ADA), if you are a student with documented physical or learning disability, please contact me as soon as possible to make necessary accommodations. If you have require accommodation in the classroom or other academic setting, it is your responsibility to contact the Office of Equal Access Services at 505-925-8560.

**Citizenship and/or Immigration Status:** I welcome all students in this class regardless of citizenship, residency, or immigration status and I respect your privacy if you choose to disclose your status. UNM has made a core commitment to the success of all our students, including members of our undocumented community. (<http://undocumented.unm.edu/>)

### **Course/Campus Resources:**

Campus Police: (505) 925-8570

Career Services: (505) 925-8840

Technology Support: (505) 925-8911

Testing Center: (505) 925-8560

The Learning Center: (505) 925-8907

The Library: (505) 925-8990

The Wellness Center: (505) 925-8830

The Writing Center: (505) 925-8548

Get LoboGuardian & be safe: <https://loboguardian.unm.edu/>

Stressed? Call Agora Crisis Center at 505-277-3013 or 855-505-4505

