
CCJ2020 INTRODUCTION TO CRIMINAL JUSTICE
College of Criminology and Criminal Justice
Florida State University
Spring 2024

Professor: Dr. Julie Brancale

E-mail: julie.brancale@fsu.edu

Office: 201B Criminology & Criminal Justice Bldg

Office Hours: T 8:30am-9:30am & 11:30-1:30pm
Th 8:30-9:30am

Teaching Assistant: Caitlyn Mann

Email: cmann2@fsu.edu

Office: 210 Criminology & Criminal Justice Bldg

Office Hours: T 11:00am-1:00pm

Course Meeting Information

Tuesday Discussion Sections

CCJ2020-02 9:45am-11:00am (CRM215)

CCJ2020-03 1:20pm-2:35pm (BEL116)

CCJ2020-04 3:05pm-4:20pm (BEL116)

Thursday Lecture

CCJ2020-01 11:35am-12:50pm (BEL203)

Course Overview and Objectives

This course will provide you with an understanding of the history, structure, trends, research, and theories of the United States criminal justice system. The course requires that you develop an understanding of police, courts, and corrections, which make up the three core elements—or branches—of the United States criminal justice system. Emphasis will be placed on the operations and challenges faced by each of the branches and ways in which these challenges can be overcome.

The main objectives of this course are to:

1. Assess the role of criminological theories in the United States criminal justice system
2. Describe the historical development of the United States criminal justice system
3. Describe the current structures and operations of the United States criminal justice system
4. Identify the primary challenges facing the United States criminal justice system
5. Evaluate the effectiveness of the criminal justice system in reaching its intended goals
6. Examine, interpret, and explain how personal, political, cultural, and social experiences and/or structures have shaped and continue to shape the criminal justice system

Required Course Materials

Textbook and Articles

Lab, S., Williams, M., Holcomb, J., Burek, M., King, W., & Buerger, M. (2022). *Criminal Justice: The Essentials*. Oxford University Press, 6th Edition. ISBN: 9780197546963

Required articles for some topic areas will be available on Canvas.

Computer and Internet

You must have regular access to a working, reliable, and stable computer and internet connection for this course. Some Canvas features and course materials may not work well on phones or tablets; completing course assessments and downloading material on a computer is critical.

Course Structure, Grading, and Policies

This course consists of two distinct, but connected, in-person meetings each week. The course is not an online, hybrid, or flex class and lectures will not be recorded or livestreamed. On Thursdays, we will meet for the lecture portion of the class. This meeting is designed to introduce you to key topics, concepts, and perspectives and will be led by your professor. On Tuesdays, you will be divided into smaller groups for discussion sections. The discussion sections are designed to reinforce the reading and lecture material and will be led by your teaching assistant.

Attendance

To do well in this course, you must attend each lecture and discussion session and take detailed notes. Some material covered in class will not be found in the assigned readings; therefore, it is imperative to attend each class meeting, remain attentive, ask questions, and take notes. If you miss a lecture or discussion session, be sure to get notes from one of your classmates; under no circumstances will your professor or teaching assistant's notes be given out. While we welcome questions and discussions during office hours or scheduled appointments, we will not re-lecture material if you miss class.

You must only attend the Tuesday discussion section that you are registered for. You cannot switch discussion sections after drop/add or attend a section other than the one you are officially enrolled in.

Classroom Environment and Etiquette

Disruptive behavior will not be tolerated. You should listen carefully while your professor, teaching assistant, and classmates are speaking and be respectful of their thoughts and opinions. Please place all cell phones on silent or turn them off, do not engage in phone conversations, send text messages, browse the internet, or use social media during class time. You will be asked to leave class if these policies are violated and will not be given the opportunity to make-up or complete any missed in-class assignment.

Course Communication and Email

Please note that there are two Canvas course sites for this class. Course materials, assignment submission links, and grades will be available in your discussion section Canvas site.

You should check our course Canvas site and your FSU email daily. Updates and important information will only be sent to your FSU account and shared via announcements on Canvas.

Emails sent to your professor and teaching assistant must be respectful, include a subject with your discussion section course number and contain proper greetings and grammar.

Any questions about grades must be asked during a scheduled appointment. Your professor and teaching assistant will not discuss any specifics about your grade via email or phone.

Grades

Grades will be determined by your performance on four exams, one fact sheet, five in-class attendance checks/assignments, and one Liberal Studies writing assignment, each of which are

briefly described below (more information will be provided in class and on Canvas). Exams must be taken in-person during the scheduled class time and your writing assignment and fact sheet be submitted on time to receive credit. To avoid technology-related issues that may result in the late submission of your work, allow enough time before each deadline to submit your assignments.

Exams

Exams are designed to assess your mastery of the course material and will be completed during Thursday lecture session meetings and on the university-scheduled date during final exam week. Exams will count for 60% of your final course grade. Each exam can only be taken one time; re-takes are not permitted. Exams can only be taken on a different date if you have a valid and university-approved reason for missing the scheduled date. If you miss an exam, you must let your professor or teaching assistant know within 24 hours of the missed exam and the exam must be made-up within one week. Make-ups (which include any exam not taken during the regularly scheduled class time) will consist entirely of essay questions and will be administered at a date/time of the professor's choosing. No exceptions.

In-Class Attendance Checks/Assignments

Sporadic and unannounced in-class attendance checks/assignments will count for 10% of your final grade. Seven in-class attendance checks/assignments will be collected throughout the semester. Two attendance checks/assignments will be dropped (in other words you can miss two in-class attendance checks/assignments and still get the full 10% for attendance).

Liberal Studies Writing Assignment

The Liberal Studies Writing Assignment is a standard and mandatory assignment for all students taking CCJ2020. The writing assignment will count for 15% of your final grade. Your writing assignment must be submitted on time through the submission link on Canvas. Writing assignments submitted after the due date or those submitted via email/hardcopy/fax will not be accepted and you will receive a zero on the assignment. Re-writing the assignment after submission is not permitted. Turning in a paper that was submitted in a prior semester is a violation of the FSU Honor Code, will result in a zero for the assignment, and will be reported to the University. Your papers will be scanned through Turnitin (a plagiarism detection tool) and those with high similarity scores will be investigated and addressed in accordance with the FSU Honor Code. No exceptions.

Fact Sheet

A fact sheet is a one-page document that contains the most relevant information about a particular topic. The goal is to provide facts and key points about a topic in a concise, and easy-to-understand way. In developing a fact sheet, using the course material and outside research, you will decide what is most important about a topic, organize it, and communicate it in your own words. You may select any topic covered in class for your fact sheet. The fact sheet will count for 15% of your final grade. The fact sheet must be submitted via Canvas by the specified due data and time. Late fact sheets or those submitted via a means other than Canvas will not be accepted, no exceptions. Redoing the assignment after submission is not permitted.

Course Grades and Grading Scale

Final course grades will not be curved or rounded. Individual extra credit opportunities or assignments will not be given to improve course grades or replace required assignments or exams. Your grades are not negotiable. No exceptions.

Grade Breakdown

- 60% Exams
 - 15% Exam 1
 - 15% Exam 2
 - 15% Exam 3
 - 15% Exam 4

- 30% Out-of-Class Assignments
 - 15% Liberal Studies Writing Assignment
 - 15% Fact Sheet

- 10% In-Class Attendance Checks/Assignments

Grading Scale

A 94-100%	B+ 87-89%	C+ 77-79%	D+ 67-69%	F 59% and below
A- 90-93%	B 84-86%	C 74-76%	D 64-66%	
	B- 80-83%	C- 70-73%	D- 60-63%	

University Attendance Policy

Excused absences include documented illness, deaths in the family, and other documented crises, call to active military duty or jury duty, religious holy days, and official University activities. These absences will be accommodated in a way that does not arbitrarily penalize students who have a valid excuse. Consideration will also be given to students whose dependent children experience serious illness.

Academic Honor Policy

The Florida State University Academic Honor Policy outlines the University's expectations for the integrity of student's academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty members throughout the process. Students are responsible for reading the Academic Honor Policy and for living up to their pledge to "...be honest and truthful and...[to] strive for personal and institutional integrity at Florida State University." Florida State University Academic Honor Policy:

<http://fda.fsu.edu/academic-resources/academic-integrity-and-grievances/academic-honor-policy>

Academic Success

Your academic success is a top priority for Florida State University. University resources to help you succeed include tutoring centers, computer labs, counseling and health services, and services for designated groups, such as veterans and students with disabilities. The following information is not exhaustive, so please check with your advisor or the Department of Student Support and Transitions to learn more.

Americans with Disabilities Act

Florida State University (FSU) values diversity and inclusion; we are committed to a climate of mutual respect and full participation. Our goal is to create learning environments that are usable, equitable, inclusive, and welcoming. FSU is committed to providing reasonable accommodations for all persons with disabilities in a manner that is consistent with the academic standards of the course while empowering the student to meet the integral requirements of the course.

Students with disabilities needing academic accommodation should:

- (1) register with and provide documentation to the Office of Accessibility Services; and
- (2) request a letter from the Office of Accessibility Services to be sent to the instructor indicating the need for accommodation and what type; and,
- (3) meet (in person, via phone, email, skype, zoom, etc...) with each instructor to whom a letter of accommodation was sent to review approved accommodations.

Please note that instructors are not allowed to provide classroom accommodations to a student until appropriate verification from the Office of Accessibility Services has been provided.

This syllabus and other class materials are available in an alternative format upon request.

For the latest version of this statement and more information about services available to FSU students with disabilities, contact the:

Office of Accessibility Services

874 Traditions Way

108 Student Services Building

Florida State University

Tallahassee, FL 32306-4167

(850) 644-9566 (voice)

(850) 644-8504 (TDD)

oas@fsu.edu

<https://dsst.fsu.edu/oas>

Confidential Campus Resources

Various centers and programs are available to assist students with navigating stressors that might impact academic success. These include the following:

Victim Advocate Program

University Center A, Rm.

4100

(850) 644-7161

Available 24/7/365

Office Hours: M-F 8-5

<https://dsst.fsu.edu/vap>

Counseling and

Psychological Services

Askew Student Life

Center, 2nd floor

942 Learning Way

(850) 644-8255

<https://counseling.fsu.edu/>

University Health Services

Health and Wellness

Center

(850) 644-6230

<https://uhs.fsu.edu/>

Syllabus Change Policy

Except for changes that substantially affect implementation of the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice.