

University of North Texas at Dallas
Fall 2015
SYLLABUS

CJUS 3700D: ETHICS (3 Hrs)

Department of	Criminal Justice	School of	Liberal Arts and Sciences
Instructor Name:	<i>Gretchen Hackard, J.D., M.S.C.J.</i>		
Office Location:	<i>FH (DAL2) 317</i>		
Office Phone:	<i>972-338-1840</i>		
Email Address:	<i>Gretchen.hackard@untdallas.edu</i>		
Office Hours:	<i>MW 1-3:45 PM and by appointment</i>		
Virtual Office Hours:	<i>TR 1-3 PM and by appointment</i>		
<p>Contacting Dr. Hackard outside of office hours:</p> <p>For <u>course-related questions and information</u> (e.g., grades, questions about an assignment or exam, etc.), you must use Blackboard to contact me. Course-related messages that are sent to my general UNT Dallas email address will not be answered.</p> <p>For <u>non-course information</u> (e.g., career information, prelaw advising, internship opportunities, etc.), you may use the email address in my contact information above, but are also free to use Blackboard as well.</p> <p>I do not check phone messages remotely, so if you leave a message on my office phone, it may not be returned until the next time I am in the office (which could be as much as a few days). I generally check Blackboard and email at least once daily during the workweek, and at least once during a weekend.</p>			
Classroom Location:	Founders Hall (DAL2) 212		
Class Meeting Days & Times:	MW 4-5:20 PM		
Course Catalog Description:	This course examines ethical issues facing those working within the criminal justice system. Problems confronting the police, the courts and the juvenile and adult correctional systems are addressed.		
Prerequisites:	CJUS 2100 or equivalent		
Co-requisites:	None		
Required Text:	Pollock, Joycelyn M. (2012). <i>Ethical Dilemmas & Decisions in Criminal Justice</i> (7 th ed.). Belmont, CA: Wadsworth Cengage Learning.		
Recommended Text and References:	Provided through Blackboard as applicable		
Access to Learning Resources:	Please refer to the "UNTD Student Resources" link in Blackboard		

Course Goals or Overview:	
	During this course, students will be asked to demonstrate their depth of understanding of the variety of human experience and gain the capacity to see situations from another's viewpoint, as well as to articulate the values that undergird students' lives, the UNT Dallas community and the larger society. Students will learn decision making strategies that include an ethical analysis and will cultivate self-awareness, balance and an on-going openness to change. Students will be required to think critically and creatively, and to communicate effectively.
Learning Objectives/Outcomes: At the end of this course, the student will be able to:	
1	Define critical terms related to the study of ethics in the criminal justice system
2	Describe and apply different ethical systems to human behavior, while demonstrating a working understanding about how we, as individuals, make decisions about what we consider "ethical" behavior
3	Communicate multiple and opposing perspectives on ethical dilemmas presented
4	Demonstrate a working understanding of ethical issues arising within the criminal justice system and policy-making

Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated in class and via announcements or emails in Blackboard.

TOPICS	TIMELINE
First day of class; discuss syllabus and course expectations	M 8/24/15
Ch. 1 – Morality, Ethics and Human Behavior	W 8/26/15
Ch. 2 – Determining Moral Behavior	M 8/31/15
Ch. 3 – Justice and Law	W 9/2/15
LABOR DAY – NO CLASS	M 9/7/15
Ch. 4 – Becoming an Ethical Professional	W 9/9/15
OPTIONAL EXAM 1 DUE (Beginning of class) (Module 1 online discussions due before class) Start Ch. 5 – The Police Role in Society	M 9/14/15
Ch. 5 – The Police Role in Society (con't)	W 9/16/15
Ch. 6 – Police Discretion and Dilemmas	M 9/21/15
Ch. 6 – Police Discretion and Dilemmas (con't)	W 9/23/15
Ch. 7 – Police Corruption and Misconduct	M 9/28/15
Ch. 7 – Police Corruption and Misconduct (con't)	W 9/30/15
Exam Review	M 10/5/15
EXAM 2 - MIDTERM (Module 2 online discussions due before class)	W 10/7/15
Ch. 8 – Law and Legal Professionals	M 10/12/15

Ch. 8 – Law and Legal Professionals (con't)	W 10/14/15
Ch. 9 – Discretion and Dilemmas in the Legal Profession	M 10/19/15
Guest Lecturer – Dawn Boswell, Tarrant County Conviction Integrity Unit, Tarrant County District Attorney's Office (invited)	W 10/21/15
Ch. 9 – Discretion and Dilemmas in the Legal Profession (con't)	M 10/26/15
Ch. 10 – Ethical Misconduct in the Courts and Responses	W 10/28/15
Ch. 10 – Ethical Misconduct in the Courts and Responses (con't)	M 11/2/15
Exam Review	W 11/4/15
EXAM 3 (Module 3 online discussions due before class)	M 11/9/15
Ch. 11 – The Ethics of Punishment and Corrections	W 11/11/15
Ch. 11 – The Ethics of Punishment and Corrections (con't)	M 11/16/15
Ch. 12 – Discretion and Dilemmas in Corrections	W 11/18/15
Ch. 12 – Discretion and Dilemmas in Corrections (con't) Reflection papers due at the BEGINNING of class – do not be late!	M 11/23/15
Officially a class day. Unofficially, a Community Engagement day	W 11/25/15
Ch. 13 – Correctional Professionals: Misconduct and Responses	M 11/30/15
Exam Review	W 12/2/15
EXAM 4 (Module 4 online discussions due before exam)	W 12/9/15 4:00 – 6:00 PM

Additional important Dates:

- 9/7/15 – Last day to drop without a W
- 11/6/15 – Last day to drop with instructor consent
- 11/20/15 – Last day to withdraw from all courses

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Grading Matrix:

Instrument	Value (points or percentages)	Total
Discussions/Participation	5%	5%
Community engagement	5%	5%
Reflection paper	15%	15%
a. 3 exams track	Exams 2-4 = 25% each	75%
b. 4 exams track	Exam 1 = 15%; Exams 2-4 = 20% each	
Total:		100%

Grade Determination:

A	≥ 90%
B	= 80-89%
C	= 70-79%
D	= 60-69% F < 60%

Exam Policy:

Four exams will be given. The first exam will be an optional take-home essay exam. For this exam you must do your own work (i.e., you may not work with others) but you may use your text, powerpoints, and notes. Please include a reference page that includes your sources if you do this exam. **THESE WILL BE DUE AT THE BEGINNING OF CLASS; I will not accept late exams.** The purpose of this exam is to give you early and specific feedback. If you do the exam, you will receive information that could be useful to you for your future exams. The first exam will be returned to you; the other 3 exams are maintained in my office and you may review them there.

The other 3 exams will be taken in class, and you must bring a #2 pencil and a green scantron form with you for each exam. The exams may consist of multiple choice, definition, matching, true/false, and short answer questions. You can also expect there to be an essay question with an ethical dilemma for you to evaluate on each exam. If the exams are not given online, paper will be provided with the exam for you to write on. There will be no make-up exams unless you have a university-recognized emergency and notify me prior to the exam that you will have to reschedule. **If a make-up exam is permitted, the student must take it within one week of the original exam date.**

NO CELL PHONES WILL BE PERMITTED DURING THE EXAMS. YOU WILL BE SUBJECT TO A 10-POINT DEDUCTION ON YOUR EXAM FOR A VIOLATION OF THIS RULE. THIS INCLUDES A RINGING OR AUDIBLY VIBRATING CELL PHONE OR USE OF TEXT MESSAGES. As a courtesy, please do not bring food or drink to class during exams. During exams, **ALL ITEMS** other than what is needed to take the exam (exam, scantron, and a pencil) must be under your desk. You must provide your own scantron and #2 pencil.

You will have an hour to complete the exam once it starts. No additional time will be given if you arrive after the exam has started. There is typically a bonus question on each exam. However, if you are late for an exam that has a bonus question on it, you will forfeit the privilege to receive those points.

Online Discussions/In-Class Participation:

You will be required to participate in discussions online as well as in class. Students will be randomly placed into online groups for each module. Within each online group, each student is required to respond to the module prompt, as well as responding to their peers (this means that it is likely you will post multiple times in each module). If your peers have not created any original posts, I will assume your good intention to respond and will assess you accordingly. If your peers **HAVE** posted, good intentions earn you nothing if you don't respond.

Discussions are due for each module **PRIOR TO** start of the exam for that module, and will no longer be available after the beginning of class time the day they are due.

The rubric for online discussion grading will be posted on Blackboard. However, class discussion and participation are also an essential element of this course. If your online discussions were not completed or were substandard, but your participation in class is exceptional, I will consider up to a 10 point increase on the discussion portion of your grade. Likewise, if you have a strong online presence, but you never come to or participate in class, I will consider up to a 5 point decrease on this portion of your grade.

Nothing in this policy is intended to limit or restrict lively debate or discussion of additional topics of interest to the class, so long as students remain respectful. Discussions unrelated to the module should be kept separate from the module discussions. Please remain on topic within each thread of discussion (responding to a specific thread within the thread, rather than responding or starting a different thread to respond).

Community Engagement:

As part of this course, you will be asked to maintain a weekly journal about things you are doing for and in your community. This will be done online in Blackboard. There is no set requirement of hours – you could perform many very short random acts of kindness, or volunteer 8 hours a week. It is up to you. The purpose is for you to get out of your comfort zone and do something different, and document it. Please read the details on this assignment in the Community Engagement Journal link in the Journal tab in Blackboard.

Reflection Papers:

Every student must complete a minimum 3-page (plus cover sheet), double-spaced reflection paper at the end of the course. It should be organized with an introduction, body, and conclusion, and should be written from your perspective, which means you will probably not need a reference page unless you use sources. It must also contain the honor code statement given in the section on Academic Integrity below. A formal rubric will be posted on Blackboard.

The reflection paper will be graded based on content (50%); organization (30%); grammar, punctuation and spelling (15%), and inclusion of the honor code statement (5%). You will be given 5 bonus points on the reflection paper if you use the writing center to help you with these things and attach to your paper a certificate from them to show that you used the writing center for this assignment (it must state this). If you will not be in class or will be late to class for some reason, email your reflection papers to me **BEFORE** the class in which they are due. Your paper must be on time to receive the extra credit from the writing center. Late papers (even if you are late to class the day it is due) will be penalized 20 points and will not be accepted after the beginning of class one week following the due date.

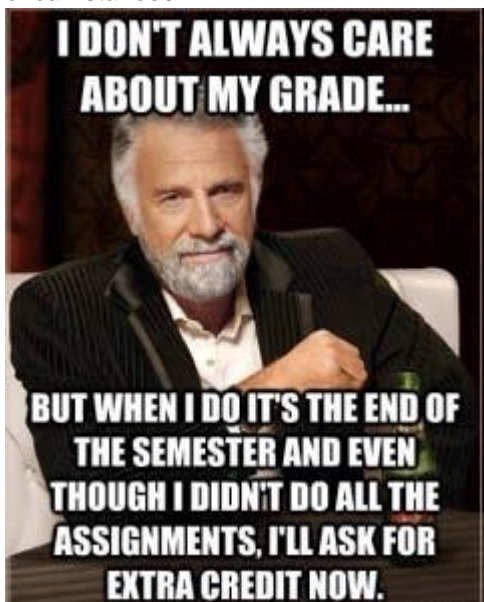
Incompletes:

Pursuant to University policy, incompletes will not be given unless ALL of the following conditions have been met:

- (1) the student has completed 3/4 of the class
- (2) the student is currently passing the course, and
- (3) the request for an incomplete is pursuant to a University-recognized reason (medical emergency or military deployment).

Extra Credit:

On occasion, I have assigned extra credit to various classes. If offered, it is a privilege and an opportunity, not a right or an obligation. Bonus points are already built into the platform of this course, so the expectation of receiving an extra credit opportunity should be low. I do not give individual extra credit opportunities under any circumstances.



University Policies and Procedures

Students with Disabilities (ADA Compliance):

The University of North Texas Dallas faculty is committed to complying with the Americans with Disabilities Act (ADA). Students with documented disabilities are responsible for informing faculty of their needs for reasonable accommodations and providing written authorized documentation. Grades assigned before an accommodation is provided will not be changed as accommodations are not retroactive. For more information, you may visit the Student Affairs Office, Suite 200, Founders Hall (Building 2).

Student Evaluation of Teaching Effectiveness Policy:

The Student Evaluation of Teaching Effectiveness (SETE) is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SETE to be an important part of your participation in this class. Many of the aspects of this course especially have been modified in response to student feedback from previous semesters.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity for complete provisions of this code. In addition, all academic work submitted for this class, including exams, papers, and written assignments should include the following statement:

On my honor, I have not given, nor received, nor witnessed any unauthorized assistance that violates the UNTD Academic Integrity Policy.

Bad Weather Policy:

On those days that present severe weather and driving conditions, a decision may be made to close the campus. In case of inclement weather, call UNT Dallas Campus main voicemail number (972) 780-3600 or search postings on the campus website www.unt.edu/dallas. Students are encouraged to update their Jag Alert contact information, so they will receive this information automatically. Announcements may also be made via major media outlets.

Attendance and Participation Policy:

The University attendance policy is in effect for this course. Attendance is taken. Class attendance and participation is expected and assessed because the class is designed as a shared learning experience and because essential information not in the textbook will be discussed in class. The dynamic and intensive nature of this course makes it impossible for students to make-up or to receive credit for missed classes. Attendance and participation in all class meetings is essential to the integration of course material and your ability to demonstrate proficiency. Students are responsible to notify the instructor if they are missing class and for what reason. Students are also responsible to make up any work covered in class. It is recommended that each student coordinate with a student colleague to obtain a copy of the class notes if they are absent.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Center for Student Rights and Responsibilities as the instructor deems appropriate.

Use of Blackboard Learn:

I utilize Blackboard extensively to communicate announcements, provide additional readings of interest, facilitate discussion topics, email individual students, and for other reasons as may be appropriate during the semester. It is your responsibility to check Blackboard regularly throughout the semester.

Additional Policies and Procedures

Use of Cell Phones, Laptops & other Electronics in the Classroom:

I do not prohibit the use of electronics in the classroom as a general rule. I trust that most students are using these devices to further their education and for educational purposes during class. However, if it comes to my attention that these devices are creating a distraction to yourself or to other students, or if it becomes a distraction for me, I reserve the right to change this policy by communicating such a change in class and through Blackboard.

Food & Drink in the Classroom:

I do not prohibit food or drink in the classroom during classes, but as a courtesy to your fellow test takers, please do not bring food or drink during exams. If this becomes a distraction during class to me or to other students, I reserve the right to change this policy by communicating such a change in class and through Blackboard.

Disruptions:

I reserve the right to ask anyone who is creating a disruption during class to leave the room. Please be respectful of your fellow students. Come to class on time and stay until class ends. Students constantly coming into and leaving the classroom during class create a distracting environment for the other students as well as the instructor. While classroom questions and discussion are encouraged, continually interrupting lectures with commentary and off-topic questions may also be disruptive.



Legal Questions:

In my capacity as the instructor of record for this course, it would create a potential conflict of interest if I were to render legal opinions regarding specific circumstances. As such, if you have specific questions of a legal nature, please seek appropriate legal advice. For those meeting certain qualifications, the Dallas Volunteer Attorney Program is a good way to get affordable help (<http://dallasvolunteerattorneyprogram.org/>). Alternatively, you can get referrals from the Dallas Bar Association (if you have a legal issue that arises within Dallas County - <http://www.dallasbar.org/lawyerreferralservice>) or through the State Bar of Texas referral service for legal issues arising outside of Dallas County (<http://www.texasbar.com>). There are also clinical programs and law libraries at the courthouse and SMU and Texas A&M University law schools that might have resources available to assist you. Once the clinical programs are up and running at the UNT Dallas College of Law, I expect they will be available as well.