

CRIJ 1306 – Court Systems and Practices The University of Texas at Tyler

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Course Description: This course is a study of the court system as it applies to the structures, procedures, practices and sources of law in American courts, using federal and Texas statutes and case law. This course serves as a prerequisite to CRIJ 3327, *Advanced Court Systems and Practices*.

Course Prerequisites: None

Student Learning Outcomes: By the end of the semester, students should be able to:

1. Describe the American judicial systems (civil, criminal, and juvenile), their jurisdiction, development and structure.
2. Analyze the function and dynamics of the courtroom work group.
3. Identify judicial processes from pretrial to appeal.
4. Describe the significant Constitutional Amendments, doctrines, and other sources of law in the American judicial system.

Course Materials: This semester there are a variety of readings that you will be assigned for this course. You will be largely using one required text, but there will be other readings posted online. Please check on Canvas for each unit to identify those.

Hemmens, C., Brody, D. C., & Spohn, C. C. (2016). *Criminal Courts: A Contemporary Perspective*, 4th Edition. Thousand Oaks, CA: Sage. **Required.**

Course Policies

Class Conduct: Students are expected to conduct themselves in a courteous manner, both in their interactions with other students and with the professor. Furthermore, this class focuses on a variety of different issues that may spark discussion among students. Please be respectful of others opinions and experiences, and do not be aggressive or combative over the topics being discussed in the course. You are all adults and are expected to use Netiquette appropriately while working on online assignments. You are also expected to be respectful during your interactions with other students and the faculty member when in the classroom.

Course Grade

Your course grade for the semester is dependent on the work that you put into the class. You earn the grade you earn. Please see the following course assignments you are required to complete for the semester.

Beginning of the Semester Quizzes

To ensure you are prepared for the semester, you will have two activities to do in the first days of class. First, students are required to read this syllabus thoroughly and completely. You will then take an online quiz to test your comprehension of the material covered here. Think of this syllabus as a binding contract – if you violate its rules and regulations, you will be penalized. This assignment can be found with the other Week One work on Canvas and will be worth 20 points toward your final grade. Late submissions will not be accepted.

Each semester, I encounter multiple instances of plagiarism in all of my classes. Some of you may think that you are writing papers correctly and are not guilty of plagiarism, but are unaware of what really constitutes this violation. Therefore, you will be required to review material on plagiarism and APA citation skills before this class begins in earnest. If – after you review this material – you plagiarize in my class, you will automatically fail the assignment and possibly the entire course as that is within my discretion. This is your one warning. This assignment can be found with the other Week One work, and will be worth 20 points toward your final grade. You can take this test as many times as you'd like. Late submissions will not be accepted.

Exams: This semester you will have two exams that will test your knowledge and ability to apply the concepts learned in class. Each exam will be worth 100 points toward your final grade. The exam format will include multiple choice and true/false questions. Your exams will be completed online and will be timed.

A word of advice to those of you who have not taken one of my classes before, you will not pass my exams if you do not read the book and learn to apply in-class concepts to various scenarios. This includes learning key words and ideas and being able to apply them example behavior.

Makeup exams will only be given with a medical note to excuse the student, and if I am informed within 2 days of the exam that the student is ill. I do not allow students to make up exams simply because they forgot or were unprepared. DO NOT wait until the last possible minute to take the exam. If you have Canvas issues, it is your responsibility to get those fixed before the exam occurs. Unless there is a widespread outage, individual technology issues may not be accepted as an excuse for an incomplete exam.

Online Quizzes

This semester, you will watch all of your lectures online via pre-recorded videos. This enables us to cover some material from your textbook, but also allows us to broaden the discussion surrounding corrections related issues. Each week you will be required to complete one reading quiz and one lecture quiz related to the weekly topic. The quizzes will open on Sunday at 12am and close on Saturday at 11:59pm each week.

Reading Quizzes (10 points each): Each reading quiz will consist of 10 multiple choice/true-false questions derived from the text. This will assess how well you are reading the

chapters and digesting the information. Reading quizzes will be worth 10 points per quiz and cannot be made up unless there are extenuating circumstances.

Lecture Quizzes (5 points each): Lecture quizzes will consist of 5 questions derived from the lecture materials. You must watch the lecture in order to complete the associated quiz. Be sure to hit the “Submit Quiz” button at the end of the video so that your grade will be recorded. These quizzes will be worth 5 points each and cannot be made up unless there are extenuating circumstances.

Online Weekly Activities: Most weeks you will be required to complete an online activity that corresponds with the materials presented in lecture for the week. These will be online activities that will be completed individually. You will be provided with instructions for each activity, and they will differ based on what is required for the week. Each activity, no matter the assignment, will be worth 10 points toward your final grade. Please refer to the course schedule to see the format in which these activities will take place.

Final Grading Scale

Your grade will consist of points awarded to the successful completion of the following components:

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| • | Syllabus Quiz | 20 points |
| • | Plagiarism Activity | 20 points |
| • | Weekly Reading Quizzes (10 points each) | 140 points |
| • | Weekly Lecture Quizzes (5 points each) | 70 points |
| • | 2 exams (100 points each) | 200 points |
| • | Online Activity Assignments (10 points each) | 100 points |

550 total points

Letter Grades will be assigned as follows:

Total Points	Grade Percentage	Letter Grade	Grade Points
550 – 495	100 – 90%	A	4.0
494.5 – 440	89.9 – 80%	B	3.0
439.5 – 385	79.9 – 70%	C	2.0
384.5 – 330	69.9 – 60%	D	1.0
329.5 – below	59.9% and below	F	0.0

Additional Policies

Late Assignment Policy

As a general rule, I do not accept late assignments. I never spring any last-minute assignments on you – from the first day of class, you will know what is due and when it is due to me. It is up to you to plan accordingly as you have ample time to complete these assignments. If you do not turn in your assignments on time, it is a zero in the gradebook and I will not grade the assignment. If you are severely ill, you must inform me of your illness within 2 days of the missed assignment and it is mandatory for you to provide medical documentation to me in order to be eligible for a make-up. The same policy goes for a death in the family. I know this may sound strict to you, but time management is your responsibility in a university class.

Email Policy

I like to keep open lanes of communication between students and myself. If you need to ask any questions or discuss anything class related, please do not hesitate to email me or call me during office hours. Please include CRIJ 1306 in the subject line so I know that it is class related. Please do not leave comments in the assignments themselves on Canvas. I do not go back and check for those. My preferred method of contact is through email, please try that first.

You are responsible for checking your email daily. I frequently email students individually or as a group – if I send you an email I assume that you have read it and are informed with the message. At most, I will send you two emails and if I do not have a response in a reasonable amount of time then I will assume you have chosen not to reply to me and I will act accordingly. For instance, if you submit a paper and I cannot open the attachment I will email to send me another copy of the paper. I will always include a reasonable deadline – if you do not respond by that deadline that I will not grade the paper and you will not receive credit for it.

Instructor Expectations

Just as I have certain expectations of you, you should have certain expectations of me. Every semester I have an open door policy with students. I will be available during the office hours listed and if I am unavailable, you will be notified. If you email or call me, you will receive a response within 48 hours during the business week and business hours. Email responses during late hours and the weekend are not a guarantee, so late minute questions for assignments may not receive answers if they are sent during those times. As for grading, you will receive feedback on all assignments within 2 weeks. Please do not email within a day or two of the assignment submission looking for a graded assignment. If there is a technological issue, please get in touch with the university IT department. I am unable to fix Canvas issues that are system based.

UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: uttyler.edu/wellness/rightsresponsibilities.php

Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at uttyler.edu/about/campus-carry/index.php

UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit uttyler.edu/tobacco-free.

Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (STE 230) on or before the Census Date of the semester in which the course will be repeated. (For Spring, the Census Date is January 25.) Grade Replacement Contracts are available in the Enrollment Services Center or at uttyler.edu/registrar.

Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability/Accessibility Services

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit hood.accessiblelearning.com/UTTyler and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at uttyler.edu/disabilityservices, the SAR office located in the University Center, # 3150 or call 903.566.7079.

Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

Student Standards of Academic Conduct

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

- i. "Cheating" includes, but is not limited to:

- copying from another student's test paper;
- using, during a test, materials not authorized by the person giving the test;
- failure to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes". The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
- collaborating with or seeking aid from another student during a test or other assignment without authority;
- discussing the contents of an examination with another student who will take the examination;
- divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
- substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
- paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
- falsifying research data, laboratory reports, and/or other academic work offered for credit;
- taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
- misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

ii. "Plagiarism" includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the submission of it as one's own academic work offered for credit.

iii. "Collusion" includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

iv. All written work that is submitted will be subject to review by plagiarism software.

UT Tyler Resources for Students

- UT Tyler Writing Center (903.565.5995), writingcenter@uttyler.edu
- UT Tyler Tutoring Center(903.565.5964), tutoring@uttyler.edu

- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- UT Tyler Counseling Center (903.566.7254)

Important Covid-19 Information for Classrooms and Laboratories

Students are required to wear face masks covering their nose and mouth, and follow social distancing guidelines, at all times in public settings (including classrooms and laboratories), as specified by Procedures for Fall 2020 Return to Normal Operations. The UT Tyler community of Patriots views adoption of these practices consistent with its Honor Code and a sign of good citizenship and respectful care of fellow classmates, faculty, and staff.

Students who are feeling ill or experiencing symptoms such as sneezing, coughing, or a higher than normal temperature will be excused from class and should stay at home and may join the class remotely. Students who have difficulty adhering to the Covid-19 safety policies for health reasons are also encouraged to join the class remotely. Students needing additional accommodations may contact the Office of Student Accessibility and Resources at University Center 3150, or call (903) 566-7079 or email saroffice@uttyler.edu.

Recording of Class Sessions

Class sessions may be recorded by the instructor for use by students enrolled in this course. Recordings that contain personally identifiable information or other information subject to FERPA shall not be shared with individuals not enrolled in this course unless appropriate consent is obtained from all relevant students. Class recordings are reserved only for the use of students enrolled in the course and only for educational purposes. Course recordings should not be shared outside of the course in any form without express permission.

Course Schedule

Class Date	Weekly Readings	Watch	Assignments Due
Week 1	Syllabus and Plagiarism Tutorial Chapter 1: Introduction: Law and the Judicial Function	Chapter 1 Video Lecture	<ul style="list-style-type: none"> • Syllabus Quiz • Plagiarism Quiz • Chapter 1 Reading Quiz • Chapter 1 Video Lecture Quiz
Week 2	Chapter 2: Sources of Law	Chapter 2 Video Lecture	<ul style="list-style-type: none"> • Chapter 2 Reading Quiz • Chapter 2 Video Lecture Quiz • Bail Video
Week 3	Chapter 3: Types of Law	Chapter 3 Video Lecture	<ul style="list-style-type: none"> • Chapter 3 Reading Quiz • Chapter 3 Video Lecture Quiz
Week 4	Chapter 4: Court Organization and Structure	Chapter 4 Video Lecture	<ul style="list-style-type: none"> • Chapter 4 Reading Quiz • Chapter 4 Video Lecture Quiz • Supreme Court Video
Week 5	Chapter 5: Prosecutors	Chapter 5 Video Lecture	<ul style="list-style-type: none"> • Chapter 5 Reading Quiz • Chapter 5 Video Lecture Quiz • Leroy McMillan Video
Week 6	Chapter 6: Defense Attorneys	Chapter 6 Video Lecture	<ul style="list-style-type: none"> • Chapter 6 Reading Quiz • Chapter 6 Lecture Quiz • Public Defender Video
Week 7	Chapter 7: Judges	Chapter 7 Video Lecture	<ul style="list-style-type: none"> • Chapter 7 Reading Quiz • Chapter 7 Lecture Quiz • Judge Cicconetti Video

Week 8	Chapter 8: Criminal Defendants and Crime Victims	Chapter 8 Video Lecture	<ul style="list-style-type: none"> • Chapter 8 Reading Quiz • Chapter 8 Lecture Quiz
Week 9	Chapter 9: The Jury	Chapter 9 Video Lecture	<ul style="list-style-type: none"> • Chapter 9 Reading Quiz • Chapter 9 Lecture Quiz • OJ Simpson Jury Video • Exam #1
Week 10	Chapter 10: Pretrial Procedures	Chapter 10 Video Lecture	<ul style="list-style-type: none"> • Chapter 10 Reading Quiz • Chapter 10 Lecture Quiz • Alford Plea Video
Week 11	Chapter 11: The Criminal Trial	Chapter 11 Video Lecture	<ul style="list-style-type: none"> • Chapter 11 Reading Quiz • Chapter 11 Lecture Quiz • NYPD Cop Reform Video
Week 12	Chapter 12: Sentencing	Chapter 12 Video Lecture	<ul style="list-style-type: none"> • Chapter 12 Reading Quiz • Chapter 12 Lecture Quiz • Death Row Video
Week 13	Chapter 13: The Appellate Process	Week 13 Video Lecture	<ul style="list-style-type: none"> • Week 13 Reading Quiz • Week 13 Video Lecture Quiz
Week 14	Chapter 14: Specialized Courts	Week 14 Video Lecture	<ul style="list-style-type: none"> • Week 14 Reading Quiz • Week 14 Video Lecture Quiz • Drug Court/Dom. Violence Video
Week 15	No New Course Material	Final Exam	<ul style="list-style-type: none"> • Exam #2

*The syllabus is subject to change at my discretion. If I change the syllabus, an updated version will be provided to you on Canvas.