



**Criminal Justice CRIJ 2313.031I2**  
**Correctional Systems and Practices**  
**Spring 2025 (2<sup>nd</sup> 8-weeks) 3/10/25 – 5/8/25**  
**Online**

**Instructor Information:** Carla Anderson, [canderson@com.edu](mailto:canderson@com.edu), Cell (409) 771-2219

**Student hours and location:** We can meet on Teams Monday through Thursday between 9am and 11am. If you need an afternoon appointment, please send me a message to schedule it. If you would like to meet in person, I can meet you by appointment in the Public Service Careers Building which is across the street from the main campus on Amburn Road, next door to DPS. (Turn in the fire station driveway for our parking lot.)

**Required Textbook:** Corrections, an Introduction (5<sup>th</sup> or 6<sup>th</sup> edition); Author: Richard P. Seiter, Publisher: Pearson. 5<sup>th</sup> Edition ISBN: 9780134164113. 6<sup>th</sup> edition ISBN: 9780135235478 loose leaf). Supplementary materials will post in D2L.

**Course Description:** This course is a survey of institutional and non-institutional corrections. Emphasis will be placed on the organization and operation of correctional systems; treatment and rehabilitation; populations served; Constitutional issues; and current and future issues.

**Course requirements:** This is an 8-week course (3/10/25 - 5/8/25). You are required to read the chapters as listed on the course outline and any related lecture notes or outlines. Viewing the respective power point presentations will reinforce your reading. I will post supplemental material in Content on occasion that is considered course material. You are responsible for this material for exam purposes (unless otherwise stated).

You are required to take 3 exams (200 points each), submit 3 assignments (50 points each), complete a power point project (50 points), and post to five (5) discussions (10 points each). Although quizzes are optional and have no point value for your grade, I highly recommend that you take them for self-assessment value. Exams will be taken online and will be open between 4-5 days, including a weekend, to accommodate various schedules.

Exams may be accessed through the “Quizzes” link on the menu. Look on the course outline to determine your exam weeks (Week 2 - Exam 1, Week 4 - Exam 2, Weeks 7/8 - Exam 3). All exams are timed. Exams must be taken in the Respondus Lockdown browser. Please contact me if you have computer problems while taking an exam.

**Discussions:** For full credit, postings to a discussion topic should consist of a short paragraph, with a minimum of 200 words. Each discussion topic is worth up to 10 points

each. I encourage you to respond to a fellow student for each posting (although no credit). You are expected to read at least 75% of the postings. Our discussion board takes the place of a live classroom discussion and as such, you may be exposed to many different concepts and beliefs concerning various criminal justice issues. Be respectful of your classmates when posting or responding to a discussion. Your comments and thoughts are part of the learning process. Do not use “text” spelling. Please use correct grammar, spelling, capitalization, and punctuation. Maximum points will not be given for informal, incomplete, very brief, or not in compliance postings. A post may be deleted from view if it is disrespectful, crude, or contains offensive language.

**Written Assignments:** Detailed instructions for assignments are contained within the individual assignments located in the menu link “Assignments”. All written assignments must be typed and submitted in either Microsoft Word file format (.docx or .doc) or in a PDF format using a font no smaller than 10 points and no larger than 12 points. Please take advantage of the COM Tutoring Center if you need assistance with your written assignments. You submit your written assignments by attaching your document into the respective assignment box. I will attempt to grade and return your assignments within 4 days of the due date. Please feel free to contact me if you have not received a grade. You are responsible for keeping copies of all your assignments turned in for grades.

**Power point project:** The power point project requires that you prepare a minimum 25-slide presentation on an issue related to Corrections. This is due 4/23/25 (contained in the course outline). Detailed instructions are contained within the Power Point project assignment located in Assignments. Many electronic resources available to you through the COM Library. Use academic search engines such as ProQuest which may be found in LibGuides located on the COM Library website. Wikipedia is not an academic resource and will not be counted as such. If cited, you will receive no credit.

**Determination of Course Grade/Detailed Grading Formula:**

1 <sup>st</sup> exam	200 points
2 <sup>nd</sup> exam	200 points
3 <sup>rd</sup> exam	200 points
Assignments (3 at 50 pts. ea.)	150 points
Power point project	50 points
Discussions (5 at 10 pts. ea.)	50 points
<b>TOTAL</b>	<b>850 POINTS</b>

**A= 850-765    B= 764-680    C= 679-595    D= 594-510    F= 509 and below**

**Late Work, Make-Up, and Extra-Credit Policy:** I accept late work on Assignments 1 and 2. Five (5) points will be subtracted from the grade for each day that it is late past the due date. After five (5) days late work will not be accepted. There is no make-up work. I

offer extra credit at the beginning of the course, so please take advantage of that opportunity.

**Attendance Policy:** Pursuant to college policy attendance is required. Your attendance in this online class will consist of participating in discussions and submitting the required assignments and exams. There may be suggested weekly readings in addition to the assigned chapters. It is expected that you log into the course website twice a week (or more) to view updated announcements, participate in ongoing discussions, take quizzes, and submit the required work. You are expected to commit at least 3-4 hours a week or more in this class.

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

**Student Learner Outcomes:**

Upon successful completion of this course, students will:

1. Describe the organization and operation of correctional systems and alternatives to institutionalization.
2. Describe the treatment and rehabilitative groups.
3. Differentiate between the short-term incarceration and long-term institutional environments.
4. Evaluate current and future correctional issues.
5. Identify Constitutional rights applicable to the correctional setting.
6. Develop, interpret, and express ideas on a Correctional topic through written communication.

**General Education Core Objectives:**

Students successfully completing this course will demonstrate competency in the following Core Objectives:

1. Critical Thinking Skills (CT): Students will demonstrate creative thinking, innovation, and the ability to analyze, evaluate, and synthesize information.
2. Communication Skills (CS1, CS2, CS3): Students will develop, interpret, and express ideas through written (CS1) communication.
3. Communication skills (CS1, CS2, CS3): Students will develop, interpret, and express ideas through visual (CS3) communication.

Student Learner Outcome	Maps to Core Objective	Assessed via this
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1. Describe the organization and operation of correctional systems and alternatives	Critical thinking skills (CT)	Assignment 1
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2. Describe the treatment and rehabilitative groups.	Communication skills (CS1)	Assignment 2
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3. Differentiate between the short-term incarceration and long-term institutional environments.	Critical thinking skills (CT)	Exam 1
4. Evaluate current and future correctional issues.	Critical thinking skills (CT)	Assignment 3
5. Identify Constitutional rights applicable to the correctional setting.	Communication skills (CS1)	Exam 2
6. Develop, interpret and express ideas on a Correctional topic through written communication.	Communication skills (CS1)	Assignment 3
7. Develop, interpret and express ideas on a Correctional topic through visual communication.	Communication skills (CS3)	Power point project

**Academic Dishonesty:** Any incident of academic dishonesty will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty will not be tolerated and is prohibited. Integrity is very important in your academic and professional career, especially in the criminal justice field. If there is evidence which indicates dishonesty regarding submitted assignments or exams, you will receive a zero (-0-) for that assignment or exam. In addition, you will be referred to the Office of Student Conduct for the appropriate disciplinary action.

**Student Concerns:** If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Gary Staudt, at (409) 933-8934, [gstaudt@com.edu](mailto:gstaudt@com.edu).

## Course Outline

Spring 2025 2<sup>nd</sup> 8-weeks

Correctional Systems CRIJ 2313.031IN 3/10/25 – 5/8/25

Spring Break is 3/17 – 3/21.

(This Course Outline is subject to change – read Announcements for updates.)

Date	Wk	Readings*	Discussions	Assignments	Exams
3/10	1	Chapter 1 – History of Crime and Punishment Chapter 2 – Sentencing and the Correctional Process	Introduction Due 3/11 (Tues)	Start extra credit Due 3/14 (Fri)	Syllabus Quiz (extra credit 3 pts) Open 3/10 (Mon) - 3/14 (Fri)
3/24	2	Chapter 3 – Jails Chapter 4 – Probation and Intermediate Sanctions	Disc 1 Due 3/25 (Tues)	Assignment (Assi) 1 due 3/26 (Wed)	Exam 1 opens 3/28 (Fri) – 4/1 (Tues) (covers Chs 1-4)
3/31	3	<i>Review Chs 1-4</i> Chapter 5 – Prisons Chapter 6 – Parole and Prisoner Reentry	Disc 2 Due 4/1 (Tues)		Exam 1 closes 4/1 (Tues)
4/7	4	Chapter 7 – Clients of Adult Correctional Agencies Chapter 8 – The Juvenile Correctional System	Disc 3 Due 4/8 (Tues)	Assi 2 due 4/9 (Wed)	Exam 2 opens 4/11 (Fri) – 4/15 (Tues) (Chs 5, 6, 7, 8)
4/14	5	<i>Review Chs 5, 6, 7, 8</i> Chapter 10 – The Management of Prisons Chapter 12 – The World of Prison Staff	Disc 4 Due 4/15 (Tues)	Prepare Power Point project Due next week	Exam 2 closes 4/15 (Tues)
4/21	6	Chapter 13 – Custody within a Prison Chapter 14 – Treatment and Programs within a Prison		Power point project due 4/23 (Wed)	
4/28 W-day 4/30	7	Chapter 15 – Legal Issues and the Death Penalty Chapter 16 – Current & Future Issues in Corrections	Disc 5 Due 4/29 (Tues)	Assi 3 due 4/30 (Wed)	Exam 3 opens 5/1 (Thurs) – 5/6 (Tues) (Chs 10, 12, 13, 14)
5/5	8	<i>Review Chs 10, 12, 13, 14</i> *Last day – 5/8 (Thurs)			Exam 3 closes 5/6 (Tues) Last day–5/8 Thurs

**Technology Outage Policy:** There may be times when D2L may be serviced and therefore unavailable. You will see a notice on the D2L website when this will occur. Plan

accordingly. If you are taking an exam and have technology issues, take a screenshot, email and text me immediately. In addition, text me your problems taking the exam at (409) 771-2219 with your name, course, and exam number. Contact me before submitting an online request to our Distance Education staff, which is also available to you as an option.

Other times the College may experience emergency campus-wide technology outages. If this occurs and you are taking an exam or quiz, or submitting an assignment, you will need to notify me. The exam or quiz will need to be reset or I will extend the assignment due date after the campus-wide outage is confirmed by Informational Technology. An Announcement will be sent to all students relaying the information about the new due date for the assignment or exam.

## **Institutional Policies and Guidelines**

**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook at [https://www.com.edu/student-services/docs/Student\\_Handbook\\_2024-2025\\_v2.pdf](https://www.com.edu/student-services/docs/Student_Handbook_2024-2025_v2.pdf). *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact Kimberly Lachney at 409-933-8919 or [klachney@com.edu](mailto:klachney@com.edu). The Office of Services for Students with Disabilities is located in the Student Success Center.

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 2<sup>nd</sup> 8-week session is April 30, 2025.

**F<sub>N</sub> Grading:** The F<sub>N</sub> grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F<sub>N</sub> grade may be issued for cases in which the student ceases

or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the F<sub>N</sub> grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F<sub>N</sub> grade.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**Resources to Help with Stress:**

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).

**Student Success Tips:** This is an 8-week course. Please stay aware of due dates for assignments and exams. Always read the Announcements. Make an extra copy of the course outline (above) to stay on track each week. Read all assigned chapters and instructions for assignments and exams. Take the practice quizzes before taking any exam. This could boost your overall score. *Call, message, or text me if you have any questions.* Ask for help. Remember, online classes require your attention and dedication. Try not to wait until the last minute. Good luck!

**IMPORTANT:** Eligibility for an occupational license may be impacted by one's criminal history. Students with a criminal history should confer with faculty or the department chairperson. Students have a right to request a criminal history evaluation letter from the applicable licensing agency.