

**Course Syllabus – Fall 2014**  
**CJ 1001: Criminal Justice – First Year Experience**  
**Dixie State University ~ U-Plaza 102D**  
**Tuesday & Thursday 12:00-12:50 p.m.**

Instructor: **Lindsay Huber**

Office Hours: Tues & Thurs 10:30-12:00 or by appointment @ **U-Plaza 102D**

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Course description:

Course objectives:

At the end of this semester, you should:

- 1) Know your way around Dixie State University Campus.
- 2) Understand the criminal justice major in both emphases (criminology and digital forensics).
- 3) Know strategies for dealing with college life.
- 4)
- 5) Know how to succeed academically and be familiar with the resources available to assist in your success.

Required materials:

*Dixie State University Student Guide Book: How to survive and thrive at Dixie State University* by Sarah Black. This book can be purchased at the Dixie State University Bookstore.

Grades:

You grade will be assigned based on your attendance, assignments, and exams as follows:

<b><i>Requirements</i></b>	<b><i>% of grade</i></b>
Attendance	60%
Assignments	30%
Final Exam	10%

Attendance: Since this is a discussion course, your attendance is vital. Every day you are in class you will receive 10 points. To allow for unforeseen circumstances, you may miss and two (2) days without penalty. Roll will be taken at the beginning of class, so make sure to come on time. If you are late, please let instructor know that you are here. If you fail to inform instructor of your tardiness you will be marked absent and attendance for that day will become a permanent absence.

Assignments: During class, we will discuss several subjects that will be of use to you, and you will have some hands-on assignments where you will apply the covered topics. Late assignments will be accepted with a loss of points. These assignments are not just “busywork”

to give you something to do – each fulfills one of the objectives given at the first of this syllabus, and will help you to become a successful student.

Final exam: The final exam will be cumulative. The exam will test your understanding of the main principles discussed in the course.

Letter grades will be assigned based on percentage of points earned on the scale shown below.

A	93.0-100 %	C+	77.0-79.9 %
A-	90.0-92.9 %	C	73.0-76.9 %
B+	87.0-89.9 %	C-	70.0-72.9 %
B	83.0-86.9%	D	50.0-69.9 %
B-	80.0-82.9 %	F	0-49.9 %

A grade of “incomplete” will only be given in circumstances where a student has been doing well in the class but has a difficulty such as a serious illness during the last week or two of the semester.

### Class Academic Dishonesty/Academic Integrity Policy

I believe that most students are honest, and I don't want to punish everyone for the few that aren't. However, I will not tolerate cheating, and if I discover that it has occurred, a zero grade will be given for the assignment or exam and you will not be allowed to make it up. Repeated or aggravated offenses will result in failing the course. *Any time you take credit for work you did not do, you are cheating.* This includes getting the answers to homework problems from someone else, copying information from a library or internet source and presenting it as if it were your own words (plagiarism), looking at someone else's answer on an exam, and asking someone who has already taken a test about what questions it contains.

### Other Policies and Issues

Although I will try very hard to stick to the attached schedule, changes may be made. Notice of such changes will be made during class (or sent via Dmail if I have to miss class unexpectedly). Students are responsible for getting this information. Because this and other pertinent information will make its way into your Dmail account, make sure you check it daily. If you don't know your use name and password, go to [www.dixie.edu](http://www.dixie.edu) and select “Dmail”, for complete instructions. You will be held responsible for information posted on canvas and sent to your Dmail email, so please check it often.

### Dixie State University's Policies and Resources

Disability Resource Center: Students with medical, psychological, learning or other disabilities desiring reasonable academic adjustment, accommodations, or auxiliary aids to be successful in this class will need to contact the DISABILITY RESOURCE CENTER coordinator (Baako Wahabu) for eligibility determination. Proper documentation of impairment is required in order to receive services or accommodations. DRX is located in the North Plaza Building. DRC is located in the North Plaza Building. Visit or call (435)652-7516 to schedule appointment to discuss the process. DRC Coordinator determines eligibility for and authorizes the provision of services.

Library Information: The Library has all kinds of information and resources. Visit the Val Browning Library or go to the library website at <http://library.dixie.edu/>.

Testing Center: The testing center is located in the North Plaza Building. You can find hours, exams offered, and all other information for the testing center at <http://dixie.edu/testing/>.

Writing Center & OWL: The Dixie State University Writing Center is located on the fourth floor of the Holland Centennial Commons building. Services are free to DSU students, and the Writing Center mission is to help students become better writers by approaching assignments as a process of invention, writing, and revision. The Writing Center is staffed by peer tutors who offer suggestions, instruction, and tips to improve students' individual skills. However, the Writing Center is not a proofreading service. Tutors focus on helping students become better writers rather than correcting each mistake in a paper. Tutors do their best to help students improve their writing skills, but the ultimate responsibility for a writing assignment lies with each student. While face-to-face sessions are the most effective, the Writing Center also offers an Online Writing Lab (OWL), which can be accessed at [owl@dixie.edu](mailto:owl@dixie.edu). Students may e-mail their papers as attachments. A tutor will review the paper and return it to the student via e-mail. Students should allow a few days for the paper to be reviewed. The Writing Center looks forward to helping DSU students. For more information, please contact the Writing Center at (435) 652-7629. Or visit [http://catalog.dixie.edu/campusresources/writing\\_center/](http://catalog.dixie.edu/campusresources/writing_center/)

Tutoring Center: Tutoring is one of the most widely used of the Dixie State University-sponsored learning assistance services and is available to all registered, degree-seeking DSU students. Drop-in Tutoring is available at no cost to all DSU students who are seeking assistance in math, science, languages and many others from across campus. Detailed schedules are prepared weekly so that students may easily access current information on available tutoring. The drop-in concept is probably most popular because of its flexibility in allowing students to get help at their convenience during posted hours rather than making and keeping appointments. Students work on assignments independently while having the opportunity for tutor assistance when needed but often also form casual study groups in which to learn together. The Atkin Tutoring Center features the newest of campus facilities and equipment to assist tutors and students reach their cooperative goals. Subject to student demand and available funding, the Tutoring Center is open 55 hours a week. The Center is designed to be as user-friendly and helpful as possible. Although tutored courses vary by day, week and semester, because they are subject to student demand, tutor availability, and budget constraints, the goal of the Atkin Tutoring Center is to make tutoring possible in as many disciplines as possible.

Tutors are primarily recruited from qualified members of the student body who demonstrate proficiency in their coursework and relevant interpersonal skills. Students who believe they would be successful at peer tutoring are encouraged to contact the Center Coordinator for details and applications. For more information visit <http://dixie.edu/tutoring/>

Health & Wellness Center: The mission of the DSU Health & Wellness Center is to promote a climate where students/faculty/staff can become more engaged in healthy lifestyle behaviors through health and wellness resources, information and services. This program encourages the campus community to strengthen their health and well-being through educational opportunities and self-improvement with a staff of a doctor, three nurse practitioners and four therapists available for appointments as needed. Taking responsibility for one's health and well-being is an essential part of a person's ability to contribute to the work and mission of DSU. We invite you to visit the Health & Wellness Center where we have resources full of the latest health information regarding sexual responsibility, alcohol and other drugs, tobacco cessation, nutrition, and other basic health issues. Condoms are also available for free at the front desk. For location, hours, services, etc. visit [www.dixie.edu/wellness/](http://www.dixie.edu/wellness/)

IT Student Help Desk: The Helpdesk is here to meet the technological needs of students, faculty, and staff, and specifically to provide assistance with Canvas, Dmail, Online Student Services, RedStorm wireless configuration, and other technical troubleshooting.  
<http://dixie.edu/helpdesk/>

Dmail: Important class and college information will be sent to your Dmail account. This information includes your DSU bill, financial aid/scholarship notices, and notification of dropped classes, reminder of important dates and events, and other information critical to your success in this class and at DSU. All DSU students are automatically assigned a Dmail account.

University approved absences: Dixie State University Policy explains in detail what needs to happen if you anticipate being absent from class because of a college-sponsored activity (athletic events, club activities, field trips for other classes, etc.) Please read this information and follow the instructions carefully. The policy can be found at:  
<http://www.dixie.edu/humanres/policy/sec5/523.html>.

Classroom expectations: It is the responsibility of an instructor to manage the classroom environment to ensure a good learning climate for all students. This means not talking when the teacher is talking, following instructions, and speaking and acting respectfully to the professor and fellow students. If your behavior is disruptive, I will first let you know verbally that you are behaving inappropriately. If it continues, I will send you written notice that your behavior must change. As a last resort, I will drop you from the class. For more details, please see the disruptive behavior policy at: <http://www.dixie.edu/humanres/policy/sec3/334.html>.

**\*\*\*\* Please note that the schedule is subject to change. Notification of any changes will be announced in class. \*\*\*\***

**Class Schedule**  
**Fall Semester 2014**  
**CJ 1001 – FYE Criminal Justice**

**Dates and Class Content**

**Notes/Assignments Due**

**Week 1:**

8/26 – Syllabus Review and Class Introduction (p 19-20).

Introduce Academic integrity Policy,

First Week Checklist (p. 17).

8/28 – Presentation “The Span on Cultural Conflict and Crime”  
in the Zion room on the fifth floor of the Holland Centennial Commons.

**Week 2:**

9/2 – Tech Day, Weekly Planner pp 117-118

*Presentation notes due (canvas)*

*First Week Checklist Due (book p. 17)*

9/4 - Campus Resources (p 32-73)

*Weekly Planner Assignment Due*

**Week 3:**

9/9 –Academic Resources (p. 30-53), Perspectives Exercise

9/11 – Finish Perspectives Exercise, Student Resources (p. 55-73)

**Week 4:**

9/16 – Student Life (p.76-97)

*Perspectives Exercise Assignment Due (Canvas)*

9/18 – Staying safe on campus (p. 108-110)

**Week 5:**

9/23 –

9/25 – Criminology

**Week 6:**

9/30 – Perspectives Exercise

*Notes Due (Canvas)*

10/2 - Finish Perspectives Exercise

*Getting Involved Assignment #1 Due (Canvas)*

**Week 7:**

10/7 – Open Day

*Perspectives Exercise Assignment Due (Canvas)*

10/9 - Exploring Careers

**Week 8:**

10/14 – Dealing with Stress (p.137)

*Notes Due (Canvas)*

10/16 – Semester Break, **No School**

**Week 9:**

10/21 – Academic Skills (p. 146-174)

10/23 – Academic Skills (p. 177-0183)

***Learning Style Assignment Due (book p. 153-160)***

**Week 10:**

10/28 – Digital Forensics

10/30 – Time Management, Money Management,

Staying Healthy and Motivated in College (p. 111-131)

***Notes Due (Canvas)***

**Week 11:**

11/4 – Open Day

***Getting Involved Assignment #2 Due (Canvas)***

***Time Management Assignment Due (book p. 115-116)***

11/6 - Dealing with Test Anxiety,

Test Taking Strategies,

Academic Integrity, Final Exams (p. 186-198)

***Weekly Budget Assignment Due (book p. 129-130)***

**Week 12:**

11/11 – Career Day, **No Class**

11/13 – Career Exploration

**Week 13:**

11/18 – Working Toward Graduation (p. 206-227)

Graduation Plan Scheduling

11/20 – Career Exploration

***Notes Due (Canvas)***

**Week 14:**

11/25 – Graduation Plan Scheduling

11/27 – Thanksgiving Break, **No Class**

***Notes Due (Canvas)***

**Week 15:**

12/2 – Career Exploration

12/4 – Graduation Plans

***Getting Involved Assignment #3 Due (Canvas)***

***Notes Due (Canvas)***

***Learning Style Assignment Due***

**Week 16:**

12/9 – Graduation Plans

12/11 – Graduation Plans

**Final Exam: Thursday, December 18<sup>th</sup> from 12:00-2:00 pm. Final exam will be in class.**