

Course Syllabus - Fall 2013
CJ 1001: Criminal Justice - First Year Experience
Dixie State University ~ U-Plaza 101D
Tuesday & Thursday 12:00 – 12:50 p.m.
or
Tuesday & Thursday 1:00 – 1:50 p.m.

Instructor: **Esther Pugmire**

Office hours: Tues & Thurs 10:30-12:00 or by appointment @ **U-Plaza 103D**

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Course description:

This First Year Experience course is designed to help freshmen adapt to college life and become integrated into Dixie State University. Students will refine academic skills; create and foster social networks; and learn about college resources. It is also designed to help students interested in criminal justice become acquainted with the discipline by exploring degree options, current job opportunities, and various career paths.

Course objectives:

At the end of this semester, you should:

- 1) Know your way around Dixie State College.
- 2) Understand your major or area of study.
- 3) Know some strategies for dealing with college life.
- 4) Know how to succeed academically.

Required Materials

Dixie State Student Guidebook by Sarah Black

Grades

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

Requirements	% of grade
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 any two 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 me know that you are here. If you miss class, you are still responsible to turn in assignments that were due that day.

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 can apply these 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: To make sure that you have understood and can apply the main principles of the course, a final exam will be given.

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 serious illness during the last week or two of the semester.

The First-Year Experience® is a service mark of the University of South Carolina. A license may be granted upon written request to use the term The First-Year Experience in association with educational programmatic approaches to enhance the first college year. This license is not transferable without written approval of the University of South Carolina.

Other Useful Information

College approved absences: Dixie College 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>

Dmail: Important class and college information will be sent to your Dmail account. This information includes your DSC bill, financial aid/scholarship notices, notification of dropped classes, reminders of important dates and events, and other information critical to your success in this class and at DSC. All DSC students are automatically assigned a Dmail account. If you don't know your user name and password, go to www.dixie.edu and select "Dmail," for complete instructions. You will be held responsible for information sent to your Dmail email, so please check it often.

Disability Accommodations: 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. DRC is located in the North Plaza Building. Visit or call 652-7516 to schedule appointment to discuss the process. DRC Coordinator determines eligibility for and authorizes the provision of services.

College resources: Several college resources are available to help you succeed. Check out the links for each one to get more information.

- If you need help understanding the content of your courses, go to the Tutoring Center located on the 4th floor of the Holland Centennial Commons Building. There is a schedule of what courses have tutors at what times outside the door. You can also visit them online at <http://dsc.dixie.edu/tutoring/>
- If you need help writing papers, go to the Writing Center in room 421 on the 4th floor of the Holland Centennial Commons Building. You can also visit them online at http://new.dixie.edu/english/dsc_writing_center.php
- If you need to use a computer to do schoolwork on campus, go to the Computer Center in the Smith Computer Center or the Library.
- If you are assigned to take a test in the Testing Center, go to the North Plaza. You can get information on their website at <http://new.dixie.edu/testing/>
- The Library has all kinds of information and resources at <http://library.dixie.edu/>

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>

Academic integrity: 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 that 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 answers on an exam, and asking someone who has already taken a test about what questions it contains.

I have tried to design assignments and exams to minimize the temptation to cheat, but it is not my job to prevent you from cheating. If you cheat and are not caught, it doesn't mean that you "beat the system." It means you violated the Student Code and forfeited your integrity, whether or not you are caught. You will pay the price, sooner or later. (See "Student Code" <http://library.dixie.edu/policies/studentcodesectionfour.pdf> p. 8).

Date	Topic of Discussion	Assignment/Due
August 20	Syllabus (p 19-20), introductions	
August 22	Campus Resources (p 31-79)	First Week Checklist (p 18)
August 27	Getting Involved (p 15-17) Contact Your Professors (141-146)	Syllabi Worksheet (p 20) Fall Calendar (p 21) Campus Resources Assignment
August 29	No Class – FYE Lecture Series Friday August 30 8:00 a.m. OR 2:00 p.m. Browning Building ~ Dunford Auditorium “Getting Involved on Campus” – <i>Jordon Sharp</i>	
September 3	Dropping a Class (p 12) Staying Healthy (p 95-98) Health & Wellness Center (p 58-59)	Lecture Series Handout from 8/30 Getting Involved Activity #1
September 5	No Class – FYE Lecture Series Friday September 6 8:00 a.m. OR 2:00 p.m. Browning Building ~ Dunford Auditorium “Financial Aid” – <i>JD Robertson</i>	
September 10	Time Management (p 87-94) Effective Study Habits (p 150-153)	Lecture Series Handout from 9/6
September 12	No Class – FYE Lecture Series Friday September 13 8:00 a.m. OR 2:00 p.m. Browning Building ~ Dunford Auditorium “Overcoming Test Anxiety” – <i>Larry Esplin</i>	
September 17	Tour of Library	Lecture Series Handout from 9/13 Time Management (p 87, 91-92)
September 19	No Class – FYE Lecture Series Friday September 20 8:00 a.m. OR 2:00 p.m. Browning Building ~ Dunford Auditorium “Campus Safety” – <i>Ron Isaacson</i>	
September 24	Taking Notes in College (p 134-137) How to Read a Textbook (p 138-140) Handling Writing Assignments (147-149)	Lecture Series Handout from 9/20
September 26	No Class – FYE Lecture Series Friday September 27 8:00 a.m. OR 2:00 p.m. Browning Building ~ Dunford Auditorium “General Education” – <i>Whitney Roberts & Landon Peterson</i>	Textbook Assignment
October 1	Managing Your Money (p 99-105) Staying Motivated (p 106-107)	Lecture Series Handout from 9/27 Getting Involved Activity #2

Date	Topic of Discussion	Assignment/Due
October 3	No Class – FYE Lecture Series Friday October 4 8:00 a.m. OR 2:00 p.m. Browning Building ~ Dunford Auditorium “Career Center” – Steve Bringham	
October 8	Dealing With Stress (p 112-115)	Lecture Series Handout from 10/4 Managing Money (p 103-105) Staying Motivated (p107)
October 10	Fall Break – No School	
October 15	Classroom Etiquette (p 119-121) How to Succeed/Online Courses (p122-124)	Dealing With Stress (p 115)
October 17	<i>CJ Guest Speaker</i>	Guest Speaker Handout
October 22	Academic Integrity (p 164-170)	
October 24	<i>CJ Guest Speaker</i>	Guest Speaker Handout Personal Integrity Statement
October 29	Using Your Learning Style (p 125-133)	
October 31	<i>CJ Guest Speaker</i>	Guest Speaker Handout
November 5	Graduation Plan (p 187-197)	
November 7	<i>CJ Guest Speaker</i>	Guest Speaker Handout
November 12	Career Day	
November 14	Advisor sign-up	Career Day Paragraphs
November 19	Advisor sign-up	
November 21	Advisor sign-up	
November 26	Advisor sign-up	
December 3	Advisor sign-up	
December 5	Final Review	Graduation Plan Getting Involved Activity #3

Final: 12:00 class - Thursday December 12, 2013
1:00 class - Tuesday December 10, 2013

Advice to New Students from Previous FYE Students

- It is not like high school, once you fall behind it is nearly impossible to catch up.
- Do not be lazy, do your homework and go to class.
- What happens now really does affect the future, don't screw it up.
- Study hard, don't stress so much and set a budget for your finances.
- DO NOT miss any assignments, even if it's half done, turn it in. Some points are better than no points and if you take math and miss one assignment, you'll be behind for the rest of the semester.
- It really is different from high school. You have to be responsible enough to go to class on your own and study.
- Don't procrastinate on any assignments and set aside a majority of your day for school.
- Do your work, study and enjoy college.
- Don't treat college as if it were high school. That was one of my mistakes in the beginning.
- It's nothing like high school. Be ready to spend hours on homework.
- Be involved, but put school first. They schedule activities later in the night, so do your homework before, then you can be stress-free & have fun.
- Find a good balance of fun and schoolwork.
- Pay attention.
- Use your time wisely and always put school first. Hanging out with friends is fun but if you fail a class, it's not as fun.
- Be organized and stay focused.
- Study, study, study!
- Don't get caught in what others are doing, stay to your work.
- Try to stay organized. Don't wait until the last minute to complete assignments.
- Just simply try.
- Don't underestimate the necessity for adequate studying.
- Go to class and take notes.
- Manage your time appropriately. College is not like high school. It is harder, but it's rewarding with a diploma and a chance to get a better job.
- Make a 2-year and 4-year plan when starting so you don't waste time and money.