

Course Syllabus - Fall 2012
CJ 1001: Criminal Justice - First Year Experience
Dixie State College of Utah ~ U-Plaza 102D
Tues (CRN #43826) or Thurs (CRN #44972) 12:00 – 12:50 p.m.

Instructor: **Esther Pugmire**

Office hours: Mon/Wed 9:00 a.m. – 1:00 p.m. 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 College. 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

Your First Year: How to Survive and Thrive at Dixie State College by Sarah Black

Grades

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

Requirements	% of grade
Attendance	60%
Assignments	20%
Exams	20%

Attendance: Since this is a discussion course, your attendance is vital. Every day you are in class you will receive 10 points. There isn't any way to make up for these points; however, to allow for unforeseen circumstances, you may miss any two days without penalty. Roll will be taken at the beginning of the class, so make sure to come on time. If you are late, please make sure to 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 for half-credit. 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.

Midterm/Final exams: To make sure that you have understood and can apply the main principles of the course, written midterm and final exams 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 in the Browning Learning Center, Room 105. 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 the Browning Learning Center, Room 105. 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 basement.
- 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).

2012 Fall Semester

Apr 16 Registration open to Seniors (90+ credits)
Apr 17 Registration open to Juniors (60+ credits)
Apr 18 Registration open to Sophomores (30+ credits)
Apr 19 Open Registration
Aug 15 Fall 2012 \$50 Late application penalty begins
Aug 20 Classwork Starts
Aug 23 Last Day to Waitlist
Aug 24 Last Day to Add Without Signature
Aug 27 Drop/Audit Fee Begins (\$10 per class)
Sep 3 Labor Day
Sep 4 \$50 Late Registration/Payment Fee
Sep 10 Pell Grant Census
Sep 10 Last Day for Refund
Sep 10 Last Day to drop without receiving a "W" grade
Sep 11 Courses dropped for non-payment
Sep 14 Last Day to Add/Audit
Oct 1 Graduation Application Deadline for Fall 2012
Oct 10 Mid-Term Grades Due
Oct 11-12 Semester Break
Oct 15 Last Day to Drop Individual Class
Oct 22 Spring and Summer 2013 class schedules available online
Nov 1 Graduation Application Deadline for Spring 2013 baccalaureate degrees
Nov 9 Last Day for Complete Withdrawal
Nov 12 Spring Registration open to Seniors (90+ credits)
Nov 13 Career Day (no classes before 4:00 p.m.)
Nov 13 Spring Registration open to Juniors (60+ credits)
Nov 14 Spring Registration open to Sophomores (30+ credits)
Nov 15 Spring Registration Open to All Students
Nov 21-23 Thanksgiving Break
Dec 7 Classwork Ends
Dec 10-14 Final Exams

2012 Fall Semester (Block)

Apr 9 Registration open to Seniors (90+ credits)
Apr 10 Registration open to Juniors (60+ credits)
Apr 11 Registration open to Sophomores (30+ credits)
Apr 12 Open Registration
Sep 28 Graduation Application Deadline
Oct 1 Classwork Starts
Oct 2 Last Day to Waitlist
Oct 3 Last Day to Add Without Signature
Oct 8 Drop/Audit Fee Begins (\$10 per class)
Oct 9 \$50 Late Registration/Payment Fee
Oct 10 Pell Grant Census
Oct 10 Last Day for Refund
Oct 10 Last Day to drop without receiving a "W" grade
Oct 11-12 Semester Break
Oct 15 Last Day to Add/Audit
Oct 16 Courses dropped for non-payment
Oct 26 Last Day to Drop Individual Class
Nov 9 Last Day for Complete Withdrawal
Nov 12 Spring Registration open to Seniors (90+ earned credits)
Nov 13 Career Day
Nov 13 Spring Registration open to Juniors (60+ earned credits)
Nov 14 Spring Registration open to Sophomores (30+ earned credits)
Nov 15 Spring Registration open to All Students
Nov 21-23 Thanksgiving Break
Dec 7 Classwork Ends
Dec 10-14 Final Exams

Date	Topic of Discussion	Notes/Assignment Due
Week 1	August 21 Syllabus, introductions	
Week 2	August 28 Campus Resources	
Week 3	September 4 Getting Involved/ Dropping a class	*Campus Resources assignment due
Week 4	September 11 Wellness Center (34 N. 600 E.)	Class meets @ Wellness Center
6Week 5	September 18 Campus Safety <i>Guest Speaker</i>	
Week 6	September 25 Academic Integrity	*Paragraph on Campus Safety due
Week 7	October 2 Financial Aid <i>Guest Speaker</i>	
Week 8	October 9 Midterm Exam	
Week 9	October 16 Time Management	
Week 10	October 23 General Education	
Week 11	October 30 Graduation Plan	
Week 12	November 6 Graduation Plan	
Week 13	November 13 Career Day – no class – attend at least 1 session of Career Day	
Week 14	November 20 Exploring Careers <i>Guest Speaker</i>	*Graduation Plan due *Paragraph on Career Day due
Week 15	November 27 Exploring Careers <i>Guest Speaker</i>	
Week 16	December 4 Successful Students	* <i>Getting Involved on Campus</i> form due
	December 13 Final Exam - 11:00 a.m. to 1:00 p.m.	