New Course Request Form

1. Date: ____1/20/2014______  Department: __Criminal Justice Administration_____

2. Purpose and Nature of Course (include relevant assessment data to support this proposal):

   The Academy of Criminal Justice Sciences (ACJS) and a recent outside review suggest students be exposed to a criminal justice ethics. The intention of this application is to make this subject matter a requirement for all CJA B.S. students, thus aligning with current best practices in the criminal justice and criminology discipline.

3. Prefix: ___CJA_________ Number: _____4425__________ CIP:__________________

4. Course Title: _____Criminal Justice Ethics ___________________
   Abbreviated Title (for Master Schedule), Maximum 20 spaces
   CJ Ethics_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ 

5. Credits (Place number of credits beside appropriate types)
   Credit(s) __3__ Undergraduate
   Credit(s) _____ Graduate
   For variable credits, list Minimum Credit _____; Maximum Credits ____

6. Clock Hours:  Lecture ___3___  Recitation _____  Lab _____
   Contract Hours:  Lecture ___3___  Recitation _____  Lab _____

7. To repeat for additional credit (not repeat of previously earned grade), list maximum hours of credit that may be earned over multiple Semesters ______ semester hours.

8. Course Description for Catalog (limit to four sentences):

   Explores a variety of ethical and moral issues, in practice and theory, relating to the field of criminal justice and criminology. Attention will be placed on the specific problems and diverse perspectives associated with the operation and implementation of justice.

9. Prerequisites: (Courses which MUST be completed prior to taking this course)  
   _CJA 1100, CJA 2200, CJA 2201 & CJA 2225_____ 

10. Co-requisites: (Courses which must be taken prior to or simultaneously with) _________

11. If taught dual-level or cross-listed with another department, list:
   Prefix _____  Number _____Support Signature ________________________________
   If dual-level, attach a document that indicates content, assignments and assessments for graduate and undergraduate courses.
List Student Learning Outcomes and describe evaluation techniques for this course in an attached syllabus:

1. Explore the various ethical issues related to current criminal justice policies and practices
2. Assess ethical theories related to criminal justice issues
3. Analyze specific ethical dilemmas by applying ethical theories

Courses to be eliminated: (Course deletion form must be completed):
Prefix _____ Number _____
If none: How will increased offerings be staffed?

New faculty resources needed? ____Yes  ____X__ No
Requested initial date of offering (Must meet new catalog deadline of March 1) Fall 2014____
Estimated Frequency of Offering: ____Every Spring Semester____________________
New Library Resources Needed? ____Yes  ____X__ No If yes:
Signature of appropriate librarian indicating needs can be met: ______________________________
New Technology Resources Needed? ____Yes  ____X__ No, if yes:
Signature of Director of Information Technology indicating needs can be met: ______________________________
New Equipment resources needed? ____Yes  ____X__ No, if yes:
Describe Equipment: ______________________________
Source of funding: ______________________________
List 1 – 3 sample textbooks for this course:


Describe any student enrollment restrictions (limited to majors in program XXX, restricted from majors in program XXX, etc.) – No Restrictions

Request that Course be considered for General Education Credit. Please check applicable boxes.
a. _____ Satisfy Foundation of Knowledge Requirement
   i. _____Written Communication
   ii. _____Oral Communication
b. _____ Satisfy Approaches of Knowledge Requirement
   i. _____Humanities
ii. _____ Mathematics
iii. _____ Natural Sciences
iv. _____ Social and Behavioral Sciences
c. _____ Satisfy Unity and Diversity of Humanity
   i. ______ Language other than English
   ii. ______ Western and Non Western Global Cultures
   iii. ______ Strand 1 Ethics and Civic Responsibility
   iv. ______ Strand 2 Environmental, Economic, Social, and Personal Sustainability
   v. ______ Strand 3 Arts and Human Experience

You must submit a separate application for General Education Credit.

22. Does this course impact any Education Programs? _____ Yes ___ X___ No
    If Yes: Signature of Chair of TEC must appear below.

23. Special Needs, if any:

Recommendation Dates and Signatures:   Signature   Date

Department: ____________________________   __________

TEC (if any education program): ________________   ________

Gen’l Education Subcomm. (If necessary): ________________   ________

Graduate Council (If necessary): ________________   ________

Academic Affairs Committee: ________________   ________

University Senate: ________________________   __________

President: ________________________________   __________

MU Form A41N – Effective 4/1/01
Instructor: Dr. Joshua R. Battin
Office: Pinecrest 212
Office Phone: (570) 662-4493
Email: jbattin@mansfield.edu
Class Times:
Office Hours:
* Or by appointment

* Please note, regardless of office hour designation, you may stop by the instructor’s office at any time with questions or concerns. If I am available, I will assist you with any concerns you may have.

Course Description:
Explores a variety of ethical and moral issues, in practice and theory, relating to the field of criminal justice and criminology. Attention will be placed on the specific problems and diverse perspectives associated with the operation and implementation of justice.

Student Learning Outcomes:
4. Explore the various ethical issues related to current criminal justice policies and practices
5. Assess ethical theories related to criminal justice issues
6. Analyze specific ethical dilemmas by applying ethical theories

Required Texts:
Course Requirements

Term Paper:

Each student will be required to research, write, and submit a 6-8 page term paper focusing on an ethical dilemma in criminal justice. The term paper is worth 100 points. Complete details of this assignment (i.e., list of topics, format, writing style, etc.) will be posted on the “News” feed in D2L and discussed in class.

Quizzes:

This course is divided into four sections. Each section will have ONE unannounced quiz, containing questions from the assigned readings and previous lectures. These quizzes will be comprised primarily of essay questions. Each quiz will be worth a total of 25 points. IMPORTANT: These quizzes will be unannounced, so it is the student’s responsibility to come to class prepared, having read the course materials for that day. Also, if a quiz is missed due to absence, there are NO MAKE-UP quizzes; UNLESS the student provides acceptable documentation for their absence.

Discussion Board Posts:

Throughout the semester, the instructor will post topics related to the course material in the “Discussions” section of D2L. Each student is required to post a substantive comment on one of the instructor’s topics per week. In addition, each student is required to post one separate comment on a post written by a fellow student. The purpose of this is to create a platform for which to discuss the class material. Each comment is worth 5 points; each student will have a total of 8 posts on instructor topics and 8 posts on student comments (i.e., totaling 80 points). Please note, comments that do not relate to the material, have no academic value, or are posted after the designated date will not be accepted. Discussions will not be required the week of finals.

Exams:

Each of the four sections will conclude in a section exam. These exam questions will include all of the information provided by the assigned readings and the class lectures. THE SECTION EXAMS ARE NOT COMPREHENSIVE; meaning that each section exam will only include information from the prior section and no other sections previously covered. The exams will contain multiple choice, true/false, and/or short essay questions. Each exam will be worth 100 points.

Attendance:
It is the student’s responsibility to be present during each class period. Regular attendance is vital for the comprehension of the course material. The instructor will take attendance 10 times over the period of the semester. You may miss two days, which will be dropped at the end of the semester. To receive full attendance points, the student will have to be present 8 out of the 10 days attendance is taken. Attendance is worth a total of 100 points. If you have an illness or personal emergency, please notify the instructor as soon as possible, so arrangements can be made.

**Course Requirements and Grading Distribution:**

<table>
<thead>
<tr>
<th>Class Exercises</th>
<th>Total Points</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekly Quiz</td>
<td>100</td>
<td>21%</td>
</tr>
<tr>
<td>Term Paper</td>
<td>100</td>
<td>21%</td>
</tr>
<tr>
<td>Discussion Board Posts</td>
<td>80</td>
<td>16%</td>
</tr>
<tr>
<td>Exams</td>
<td>100</td>
<td>21%</td>
</tr>
<tr>
<td>Attendance</td>
<td>100</td>
<td>21%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>480</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

**Course Grading:**

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A = 90 to 100%</td>
<td>432 or more</td>
</tr>
<tr>
<td>B = 80 to 89%</td>
<td>384 to 431</td>
</tr>
<tr>
<td>C = 70 to 79%</td>
<td>336 to 383</td>
</tr>
<tr>
<td>D = 60 to 69%</td>
<td>288 to 335</td>
</tr>
<tr>
<td>F = 59% &amp; below</td>
<td>334 &amp; below</td>
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</table>

*Note: +/- grades will be given for the top and bottom 2% of each letter grade. There will be no extra credit opportunities given in this course.

**Student Learning Outcomes and Methods of Assessment**
<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Program-level Student Learning Outcome(s) linked to the relevant course-level SLO. Please use exact language of the program-level SLO or link to a listing of the program SLOs.</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explore the various ethical issues related to current criminal justice policies and practices</td>
<td>1. Synthesize and assess the problems facing the American criminal justice system today.</td>
<td>Quiz Discussion Board Posts Exams Term Paper</td>
</tr>
<tr>
<td></td>
<td>2. Comprehend issues facing the American criminal justice system.</td>
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<td></td>
<td>3. Analyze the relationship of external factors (e.g., terrorism, policy, ethics, &amp; violent crime) on the American criminal justice system.</td>
<td></td>
</tr>
<tr>
<td>Assess ethical theories related to criminal justice issues</td>
<td>1. Critique the theoretical framework of criminality and research methodology used to support the discipline of criminal justice and criminology.</td>
<td>Quiz Discussion Board Posts Exams Term Paper</td>
</tr>
<tr>
<td>Analyze specific ethical dilemmas by applying ethical theories</td>
<td>1. Comprehend issues facing the American criminal justice system.</td>
<td>Quiz Discussion Board Posts Exams Term Paper</td>
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<td></td>
<td>4. Critique the theoretical framework of criminality and research methodology used to support the discipline of criminal justice and criminology.</td>
<td></td>
</tr>
</tbody>
</table>

**Class Policies:**

**Make-up Quizzes and Exams:**

Make-up quizzes and exams will only be provided for those individuals that present an acceptable excuse and proper documentation for their absence (i.e., doctor’s excuse,
military obligation, etc.). Students that do not provide the proper information will not be allowed to make-up any quiz or exam that is missed.

**Academic Dishonesty:**

Students are expected to do their own work. Academic dishonesty or cheating of any kind will not be tolerated. As such, the university’s academic dishonesty policy will be followed if this issue arises. It is the student’s responsibility to know and understand this policy.

**Class Communication:**

Periodic class announcements will be made by university email. It is the student’s responsibility to maintain their own account and suggested they check their email daily. It will be assumed that any announcement made by email will be read and understood by the entire class.

**Classroom Conduct:**

The classroom is intended for the absorption of course materials. Consequently, it is necessary for each student to remain respectful of their fellow students during classroom discussion. Additionally, classroom disruption will not be tolerated. This means the use of cell phones is **NOT** permitted. Remain respectful and courteous at all times.

**Disabilities:**

Students with documented learning disabilities, physical challenges, or other significant medical conditions that may affect their learning in this course should meet with the University’s Disability Advisor in the Department of Academic and Human Development (141 South Hall, Phone: 662-4436) as soon as possible. The Disability Advisor will arrange to provide your professors with an appropriate letter so that we may serve your particular needs more effectively. If you have a disability that requires classroom or testing accommodations, the advisor will also clarify appropriate arrangements.