

Fall 2025 – CJUS 2301 – Correctional Systems and Practices

Department of	Criminal Justice and Sociology	School of	Liberal Arts and Sciences
Instructor Name:	Stephen Womack		
Office Location:	Founders Hall 207		
Office Phone:	(972) 338-1979		
Email Address:	stephen.womack@untdallas.edu		
Office Hours:	Tuesdays. Thursdays. – 10:AM – 12:PM – In-Person or on Microsoft Teams Fridays – 11:30AM – 12:00PM And By Appointment Upon Request		
Classroom Location:	DAL1-262		
Class Meeting Days & Times:	Friday, 8:30AM – 11:20AM		
Course Catalog Description:	CJUS 2301 - Correctional Systems and Practices 3.0-3.0 TCCNS Number: CRIJ 2313 2301 (CRIJ 2313). 3 hours. Basic concepts of penology and an overview and analysis of the American correctional system. Composition of jail and prison populations, rehabilitation, and punishment. Emphasis on history, philosophy, structure, procedures, and institutional structure, of the American penology system.		
Prerequisites:	CJUS 2100 or equivalent.		
Required Text:	<i>Allen, Henry E., Latessa, Edward J. and Ponder, Bruce A. (2016). Corrections in America: An Introduction. Pearson-Prentice Hall.</i> <i>15th Edition. ISBN-13: 9780134762647</i>		
Access to Learning Resources:		UNT Dallas Library: phone: (972) 780-1616 web: http://www.untdallas.edu/library email: library@untdallas.edu UNT Dallas Bookstore: phone: (972) 780-3652 web: http://www.untdallas.edu/bookstore e-mail: untdallas@bkstr.com	
Supported Browsers: Chrome Windows 7, 8, 10 MAC OA 10.8, 10.9, 10.10 Android, Windows Mobile Supported Devices: iPhone 4S, 5S, 5c, 6 Pad 2, 3, Mini 3, Air 2 Galaxy S4, S5, LG, Galaxy Note Chromebook		Getting Help with Blackboard: Student Blackboard Assistance (Distance Learning): Founders Hall, Rm 124 phone: (972) 338-5580 email: distancelearning@untdallas.edu Blackboard Help Resources: web: Blackboard Learn Student Resources Blackboard Learn: For Students YouTube videos: https://www.youtube.com/playlist?list=PLontYaReEU1seUE3ACG3sEc3zR7B_r7URU <i>If you are working with Distance Learning to resolve a technical issue, make sure to keep me updated on the troubleshooting progress. If you have a course-related issue (course content, assignment troubles, quiz difficulties) please contact me during office hours or by email.</i>	

Technologies NOT Supported: Windows XP, Windows, Mac OS, and Linux systems not running a supported browser, Internet Explorer versions 10 & lower which are no longer supported by Microsoft; Internet Explorer on mobile devices; Firefox versions 30 and lower on desktop; all Firefox versions on mobile devices; Chrome versions 35 and lower (version 34 and lower on mobile devices; Safari versions 5 and lower

Course Goals or Overview: The goals of this course are as follows -

See Below:

Learning Objectives/Outcomes: At the end of this course, students will be able to:

1	Identify the ideas found within Enlightenment thinking and how they influenced our prison systems
2	Define the early prison reformers and what they contributed to our prison systems.
3	Articulate how the Pennsylvania and the Auburn prison models differ and how they both shaped our prison systems.
4	Explain how reformatories contributed to the rehabilitation model
5	Discuss the purpose of corrections.
6	Summarize why society punishes.
7.	Discuss the theories of punishment
8.	Explain the relationship between corrections and the criminal justice system
9.	Describe the extent and consequences of prison overcrowding
10.	Discuss the financial costs of corrections.

Online/Hybrid Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated in class or via class email or Blackboard announcement. Additional readings and activities may be added, these will be noted in the Readings and Activities/Assignments sections.

Schedule	Topic	Activities	Due Date
Week 1: Friday, August 29, 2025	Lecture: PART I - Historical Perspectives ✓ Chapter 1 Early History - 2000BC – 1800s ✓ Instructor Introduction ✓ Class / Syllabus Introduction	✓ WELCOME and INTRODUCE YOURSELF Discussion Board ✓ Read Chapter 1 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapter Quiz. ✓ Guest Lecture (If Scheduled ✓ Complete additional class assignment / project (If required.)	Quiz OPENS: NOON - Friday, August 29 th Quiz CLOSES: 11:59PM, Thursday, September 11 th
Week 2: Friday, September 5, 2025	Lecture: PART I – Historical Perspectives. ✓ Chapter 2 Prisons (1800's to the Present.)	✓ Read Chapter 2 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If required) ✓ Complete Chapter Quizzes. ✓ Guest Lecture (If Scheduled ✓ Complete additional class assignment / project (If required.)	Quiz OPENS: NOON - Friday, September 5 th Quiz CLOSES: 11:59PM, Thursday, September 11 th

<p>Week 3: Friday, September 12, 2025</p>	<p>Lecture: PART I – Historical Perspectives.</p> <p>Chapter 3 Correctional Ideologies- The Pendulum Swings</p> <p>Guest Lecturer: Mr. Doug Denton CEO Homeward Bound CONFIRMED</p>	<ul style="list-style-type: none"> ✓ Read Chapter 3 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapter Quizzes. ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS:</p> <p>NOON - Friday, September 12th</p> <p>Quiz CLOSES:</p> <p>11:59PM, Thursday, September 18th</p>
<p>Week 4: Friday, September 19, 2025</p>	<p>PART I Historical Perspective</p> <ul style="list-style-type: none"> ✓ Chapter 4 The Sentencing and Appeals Process <p>Guest Lecturer: Mr. Jeff Segura, Manager Dallas County Pre-Trial Services Department. CONFIRMED</p>	<ul style="list-style-type: none"> ✓ Read Chapter 4 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapter Quiz. ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS:</p> <p>NOON - Friday, September 19th</p> <p>Quiz CLOSES:</p> <p>11:59PM, Thursday, September 25th</p>

<p>Week 5: Friday, September 26, 2025</p>	<p>Lecture: PART II – Alternatives to Prison.</p> <ul style="list-style-type: none"> ✓ Chapter 5 Probation ✓ Chapter 6 Diversion and Intermediate Sanctions <p>Guest Lecturer: Juan Cervantes Dallas County District Attorney's Office (ret.) (Street-Level Interventions – Precursors Street and Prison Gang Affiliations) CONFIRMED</p>	<ul style="list-style-type: none"> ✓ Read Chapters 5 and 6 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapter 5 and 6 Quizzes. ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS: NOON - Friday, September 26th</p> <p>Quiz CLOSES: 11:59PM, Thursday, October 2nd</p>
<p>Week 6: Friday, October 3, 2025</p>	<p>Part III – Institutional Corrections</p> <ul style="list-style-type: none"> ✓ Chapter 7 Custody Functions <p>Guest Lecturer: Hon. Judge Hector Garza, Presiding Judge 195th Judicial District Court CONFIRMED</p>	<ul style="list-style-type: none"> ✓ Read Chapter 7 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapter 7 Quiz. ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS: Friday, October 3rd</p> <p>Quiz CLOSES: 11:59PM, Thursday, October 9th</p>

<p>Week 7: Friday, October 10, 2025</p>	<p>Lecture: PART III– Institutional Corrections</p> <ul style="list-style-type: none"> ✓ Chapter 8 Security Threat Groups and Prison Gangs ✓ Chapter 9 Management and Treatment Functions. 	<ul style="list-style-type: none"> ✓ Read Chapters 8 and Chapter 9 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapters 8 and 9 Quizzes ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS:</p> <p>NOON - Friday, October 10th.</p> <p>Quiz CLOSES: 11:59 PM,</p> <p>Thursday, October 16th</p>
<p>Week 8: Friday, October 17, 2025</p>	<p>PART III – Institutional Corrections</p> <ul style="list-style-type: none"> ✓ Chapter 10 Jails and Detention Facilities ✓ TEST 1 – Multiple Choice and True/False Questions. 	<p>Lecture: Jails and Detention Facilities. Read Chapter 10 / PowerPoint Slides. Videos and Guest Lecture Presentations</p> <p>=====</p> <p>1. Complete Chapter 10 Quiz.</p> <p>=====</p> <p>2. TEST 1 will cover all materials in Chapters 1 – 10 of our textbook, PowerPoints, Lecture Notes,</p>	<p>Quiz OPENS:</p> <p>NOON Friday, October 17th</p> <p>Quiz CLOSES:</p> <p>Thursday, October 23rd 11:59PM</p> <p>Quiz – Chapter 10</p> <p>TEST One – Midterm EXAM</p>

<p>Week 9: Friday, October 24, 2025</p> <p>2024 Career Expo MEET IN CLASSROOM AT REGULAR TIME</p>	<p>2024 Career Expo MEET IN CLASSROOM AT REGULAR TIME</p>	<ul style="list-style-type: none"> ✓ NO Quiz This Week - Complete Career Expo Assignment ✓ Assignment will be handed out at the beginning of class 	<p>Career Expo Assignment OPENS:</p> <p>NOON Friday, October 24th</p> <p>Career Expo Assignment CLOSES:</p> <p>11:59PM, Thursday, October 30th</p>
<p>Week 10: Friday, October 31, 2025</p>	<p>PART III – Institutional Corrections</p> <ul style="list-style-type: none"> ✓ Chapter 11 Prison Systems ✓ Chapter 12 Private Sector System <p>Guest Lecturer: Mr. Arnold Patrick– Dallas County CSCD CONFIRMED</p>	<ul style="list-style-type: none"> ✓ Read Chapters 11 and 12 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapter 12 Quiz. ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS:</p> <p>NOON - Friday, October 31st</p> <p>Quiz CLOSES:</p> <p>11:59PM, Thursday, November 6th</p>

<p>Week 11:</p> <p>Friday, November 7, 2025</p>	<p>PART III – Institutional Corrections</p> <ul style="list-style-type: none"> ✓ Chapter 13 Death Penalty ✓ Chapter 14 Parole and Re-Entry <p>Guest Lecturer: Hon. Judge Robert W. Francis (Ret.). – Death Penalty Cases and SAFPF Re-Entry Court</p>	<ul style="list-style-type: none"> ✓ Read Chapters 13 and 14 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapter 13 and 14 Quizzes. ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS:</p> <p>NOON - Friday, November 7th</p> <p>Quiz CLOSES:</p> <p>11:59PM, Thursday, November 13th</p>
<p>Week 12:</p> <p>Friday, November 14, 2025</p>	<p>PART IV – Correctional Clients</p> <ul style="list-style-type: none"> ✓ Chapter 15 Appeals and Offender Rights 	<ul style="list-style-type: none"> ✓ Read Chapter 15 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapter 15 Quiz. ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS:</p> <p>NOON - Friday, November 14th</p> <p>Quiz CLOSES:</p> <p>11:59PM, Thursday, November 20th</p>

<p>Week 13:</p> <p>Friday, November 21, 2025</p>	<ul style="list-style-type: none"> ✓ PART IV – Correctional Clients ✓ Chapter 16 Male Offenders ✓ Chapter 17 Female Offenders 	<ul style="list-style-type: none"> ✓ Read Chapters 16 and 17 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If Required) ✓ Complete Chapter 16 Quiz. ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS:</p> <p>NOON -Friday, November 21st</p> <p>Quiz CLOSES:</p> <p>11:59PM, Thursday, November 27th</p>
<p>Week 14: Friday, November 28, 2025</p>	<p>Thanksgiving</p> <ul style="list-style-type: none"> ✓ NO CLASS <p>Work on Your Individual PowerPoint Project</p>	<p>Thanksgiving</p> <ul style="list-style-type: none"> ✓ NO CLASS <p>Work on Your Individual PowerPoint Project</p>	<p>Thanksgiving</p> <ul style="list-style-type: none"> ✓ NO CLASS <p>Work on Your Individual PowerPoint Project.</p>
<p>Week 15: Friday, December 5, 2025</p> <p>Last Day of Class</p>	<p>PART IV – Correctional Clients</p> <ul style="list-style-type: none"> ✓ Chapter 18 – Juvenile Offenders and Facilities ✓ Chapter 19 Special Category Offenders <p>Individual Project Due</p> <p>By:</p> <p>SUNDAY, December 7, 2025, 11:59PM</p>	<ul style="list-style-type: none"> ✓ Read Chapter 18 and Chapter 19 of our textbook. ✓ PowerPoint and Lecture Notes ✓ Video Review of Major Topics. (If required) ✓ Complete Chapter 18 Quiz. ✓ Guest Lecture (If Scheduled) ✓ Complete additional class assignment / project (If required.) 	<p>Quiz OPENS:</p> <p>NOON - Friday, December 5th</p> <p>Quiz CLOSES:</p> <p>11:59PM, Thursday, December 11th</p>

<p>Week 16: Monday, December 8, 2025</p> <p>FINAL EXAM WEEK</p>	<p>TEST 2– FINAL Test Multiple Choice and True/False Questions.</p>	<p>TEST 2 will cover all materials in Chapters 11 – Chapter 19 of our textbook, PowerPoints, Lecture Notes, Video Review of Major Topics, and Guest Lecture themes.</p>	<p>TEST 2 – Final EXAM</p> <p>OPENS:</p> <p><u>12:01AM</u> Monday December 8, 2025</p> <p>CLOSES:</p> <p><u>11:59PM</u> Saturday, December 13, 2025 <i>(last day of the semester)</i></p>
--	---	---	--

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course:

1. Weekly Quizzes
2. Two (2) Tests
3. One Individual Project

Discussion Posts

At the discretion of the instructor.

Quizzes and Tests

There will be weekly quizzes on the material presented in our weekly learning modules / classes. The exception will be those weekly learning modules that contain tests. There will not be a quiz within these weekly learning modules.

There will be two (2) objective tests offered within this class.

Exam and Quiz Policy

- All quizzes and exams will be proctored on-line via Canvas and will be untimed.
- Students will be allowed to take each quiz/exam two times, with the highest grade recorded.
- Quizzes and exams will open and close on various dates and times. Please consult your syllabus for exact dates and times.
- Quizzes and exams are expected to be taken during the time period scheduled.
- No makeup examinations will be allowed except for documented emergencies (See Student Handbook).
- It is the **student's** responsibility to contact me during the first two (2) weeks of class if there is anything about which I should know concerning special accommodation for any of the assignments. I will try to work out a suitable arrangement, but I must know about it during the first two weeks of class.

It is also your responsibility to bring me the required documentation(s) or have the responsible parties contact me in a timely manner for any kind of special accommodation for any of the assignments

Assignments

There are regular assignments contained within each student learning module. Please consult our class syllabus for specific assignments.

Project

There will be one (1) student project required for this class.

The requirements are as followed:

THEME

- What is the difference between a jail and a prison? Elaborate.
 - Title Page – **One (1)** slide – Name, Title of Presentation and Class.
 - A. PowerPoint Presentation
 - **Seven (7)** slide minimum on **Jail**.
- Please include:
- What is it?
 - Who runs a jail?
 - How do people enter or get “booked” into a jail ?
 - What role does risk and need assessment / classification play?
 - What sort of inmates are served in a jail?
 - What are some of the treatment services offered?
 - What other services are offered?
 - How long is somebody in jail?
 - What are some of the security features?
 - What does a jail look like?
 - What do the housing units / pods look like?
 - Is visitation allowed?

Project: Requirements (Continued).

▪ **Seven (7)** slide minimum on **Prison**

Please include:

- What is it?
- Who runs a prison?
- How do people enter or get “booked” into a prison?
- What role does risk and need assessment / classification play?
- What sort of inmates are served?
- What are some of the treatment services offered?
- What are some of the other services offered?
- What are some of the security features?
- What do housing units/ pods look like?
- What do prisons look like?
- What is re-entry?

▪ **Three (3)** slide minimum. **Compare/Contrast**

Please include:

- How do they differ?
- How are they alike?

▪ **One (1)** page minimum - References Page

Please include:

- Five (5) references minimum.
- One (1) textbook reference.
- One (1) news reference.
- Three (3) journal article references.
- Additional References: YouTube and other internet references

- You may use our Textbook as a guide. But it cannot be your sole reference.
- Do not quote “word-for-word” from your textbook. Use your own words.
- You may add video to your power point. Include the hyperlink to the video within the body of your PowerPoint presentation. Do not **embed** the video. It takes up too much space and cannot be uploaded.
- You may add pictures, graphics, music, and charts.
- Get Creative. Get into it.
- This project is worth **100** points.

GRADING MATRIX

Instrument Total Points

Welcome:	Welcome and Introduction Discussion Board 10
Career Expo:	Complete the Career Expo assignment 20
Quizzes:	There are sixteen (16) quizzes. Quiz values are equal to a maximum of twenty (20) points per quiz. Total Possible Quiz points: 320
Tests:	There are two (2) objective tests, worth 100 points each. Each test is comprised of fifty (50) T/F and multiple-choice questions worth two (2) points each. Total possible test points: 200
Individual Project:	There will be one (1) individual student project. Total possible project points: 100 See Attachment: Due: Before the last Day of Class
<u>CLASS</u> Total Possible Points:	650

GRADE DETERMINATION:

100% - 90%	A
89% - 80%	B
79% - 70%	C
69% - 60%	D
59% - BELOW	F

University Policies and Procedures

Students with Disabilities (ADA Compliance):

Chapter 7(7.004) Disability Accommodations for Students:

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodation at any time; however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see [Disability Services Office](#). You may also contact them by phone at 972-338-1777; by email at UNTDdisability@untDallas.edu or at Building 2, room 204.

Canvas Accessibility Statement:

University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. [Canvas Learn Accessibility Statement](#) is also provided.

NOTE: Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e., MyLab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual orientations, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.

Disruptive Students Policy (Face-to-Face)

Students are expected to engage with the instructor and other students in this class in a respectful and civil manner at all times to promote a classroom environment that is conducive to teaching and learning. Students who engage in disruptive behavior will be directed to leave the classroom.

A student who is directed to leave class due to disruptive behavior is not permitted to return to class until the student meets with a representative from the Dean of Students Office. It is the student's responsibility to meet with the Dean of Students before class meets again and to provide the instructor confirmation of the meeting.

A student who is directed to leave class will be assigned an unexcused absence for that class period and any other classes the student misses as a result of not meeting with the Dean of Students. The student is responsible for material missed during all absences and the instructor is not responsible for providing missed material.

In addition, the student will be assigned a failing grade for assignments, quizzes or examinations missed and will not be allowed to make up the work. The Code of Student's Rights, Responsibilities, and Conduct (UNTD Policy 7.001 found at <https://www.untDallas.edu/hr/upol>) describes disruption as the obstructing or interfering with university functions or activity, including any behavior that interferes with students, faculty, or staff access to an appropriate educational environment.

Examples of disruptive behavior that may result in a student being directed to leave the classroom include but are not limited to: failure to comply with reasonable directive of University officials, action or combination of actions that unreasonably interfere with, hinder, obstruct, or prevents the right of others to freely participate, threatening, assaulting, or causing harm to oneself or to another, uttering any words or performing any acts that cause physical injury, or threaten any individual, or interfere with any individual's rightful actions, and harassment. You are encouraged to read the Code of Student's Rights, Responsibilities, and Conduct for more information related to behaviors that could be considered disruptive.

Course Evaluation Policy:

Student evaluations of teaching effectiveness is requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be

handled in accordance with the University's policies and procedures. Refer to [UNT Dallas' Student Code of Academic Integrity](#) for complete provisions of this code.

Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

Web-based Plagiarism Detection: Please be aware in some online or hybrid courses, students may be required to submit written assignments to Turnitin, a web-based plagiarism detection service, or another method. If submitting to Turnitin, please remove your title page and other personal information.

Classroom Policies

Assignment Policy:

Assignment policy and requirements are contained in the Class Specific Syllabus and Class Specific Course Requirements.

Exam Policy:

All quizzes and tests are offered via Canvas, online, on the dates and times contained within the Course Specific Syllabus.

Attendance and Participation:

The University attendance policy is in effect for this course. Class attendance and participation is expected because the class is designed as a shared learning experience. Textbook information and explanation will be discussed in class as well as information not contained in the textbook. Further, to receive credit for class participation / discussion the student must be present in class.

College students are expected to attend all course meetings. Likewise, participation in class discussion and activities are key elements to the format and success of this class. It is expected that each student will actively participate in class by providing comments, insight, and questions relevant to the information covered. It is imperative that all students be in class every day.

Attendance and participation in all class meetings is essential to the integration of course material and your ability to demonstrate proficiency. It is the student's responsibility to notify the instructor if they are missing class and for what reason. It is recommended that each student coordinate with a student colleague to obtain a copy of the class notes if they are absent.

Class Reading Requirements

It is expected that all reading assignments will be completed prior to the beginning of class. To participate in class discussion in a meaningful way, it is necessary to have an understanding of the assigned material.

Canvas Usage

Please note that I will be utilizing Canvas for this class. It is your responsibility to check our class page on Canvas regularly, if not daily.

Communication and Meeting With Your Instructor

Communication is important in regard to success within this course. I will be available to any student at the dates and times offered in my syllabus as office hours. Additionally, by email, text, or call.

Also, you can expect me to respond to your emails normally within 24 hours except possibly weekends and holidays. Be aware that while this is my general and intended practice, it is subject to the changes and chances of life.

Class Announcements and Notifications

All class announcements will be given during class lecture, posted on Canvas, and/or sent via email. It is your responsibility to check Canvas and your e-mail early and frequently. Being unaware of any posted announcement will not be an excuse.

Bad Weather Policy - (Face-to-Face Classes Only)

On those days that present severe weather and driving conditions, a decision may be made to close the campus. In case of inclement weather, call UNT Dallas Campuses main voicemail number (972) 780-3600 or search postings on the campus website www.unt.edu/dallas. Students are encouraged to update their Jag Alert contact information, so they will receive this information automatically.

Please check Canvas for additional information pertaining to our class. This may include class assignments which can be accomplished without travelling to the university.

Cellphone and Electronic Device Policy - (Face-to-Face Classes Only)

- ✓ It is requested that usage occur prior to class / break / after class and or at other times with the Instructor permission.
- ✓ Laptop / Tablet use is permitted for notes, PP review or access to eTextbooks.
- ✓ Email, Social Media, Music, Messaging, YouTube, Netflix, and other non-class sanctioned electronic / streaming / internet usage is prohibited.
- ✓ Please turn all cell phones off/on silent before each class starts. If you need to take an emergency call, please excuse yourself from the classroom.
- ✓ If students begin to exploit the use of computers / tablets their use will be discontinued.
- ✓ If a student wants to use a recording device, you must get my approval prior to use.

Other Class Policies -

Food & Drink in the Classroom: -

(Face-to-Face Classes Only)

Food and drinks are allowed during class, but if they become disruptive to the lecture/discussions, they will be disallowed.

Grade of Incomplete, "I":

Incomplete "I" grades are not encouraged. The grade of "I" will only be awarded to students of record whose work, which as far as it has progressed, is of passing grade.

In emergent situations, the grade of incomplete "I" may be granted on a case-by-case basis. If a student identifies a possible need, please speak to me as you are contemplating a possible need so that we may have an opportunity to discuss alternatives.

Extra Credit:

There are not expected to be EXTRA CREDIT assignments or projects assigned.

Incomplete Grade Assignment

In order to receive an incomplete in this course, the Grade of Incomplete Form posted on the Registrar forms site must be completed, signed and returned to the Office of the Registrar by the deadline posted in the Academic Calendar (December 3, 2020) . For other questions related to grade of incomplete, contact Dr. Dawn Sales, Assistant Provost, at dawn.sales@untdallas.edu.

Statement Regarding Artificial Intelligence

The UNT-Dallas department of Criminal Justice and Sociology acknowledges the evolving capabilities of Artificial Intelligence (AI) technologies and their various effects on student writing and content creation. The department and its' programs take a use-with-permission approach to AI. Students are only permitted to use AI technology in the creation of any course content if permitted by the course instructor. If the use of AI technology is detected, without specific instructor permission, the student will be deemed in violation of the plagiarism policy (see Student Code of Conduct).

Technology Assistance

In order to successfully access the materials in an online or hybrid course, UNT Dallas advises that your computer be equipped with the minimum system requirements listed on the first page of the syllabus.

If you experience difficulty accessing or using components of the course, try using Google Chrome browser. If you still experience technical difficulties, first, notify your instructor.

If the problem is still not resolved, call Student Blackboard Assistance (Distance Learning) at the phone number listed on the first page of the syllabus. Also, no matter what browser you use, always enable pop-ups. For more information see:

- [UNT Dallas Canvas Technical Requirements](#)
- [Canvas Instructure Supported & Unsupported Operating Systems](#)