

## **CJ 490: Capstone Seminar in Criminal Justice**

**Instructor:** Joe Allen **Spring 2008**  
**E-Mail:** joseph.allen@chaminade.edu **MWF 3:00-3:50p**  
**Office:** Behavioral Sciences #109 **Behavioral Sciences 102**  
**Office Hours:** Mondays & Wednesdays (4-5p) or by appt.  
**Course Prerequisites:** None. Open to non-majors.

### **CATALOG COURSE DESCRIPTION:**

This is a criminal justice capstone course. Students will prepare two classroom presentations on selected topics for the first ten weeks of the course. The remaining five weeks will be used by students to research topics of their choice for presentations to the class. Topics must be germane to criminal justice agencies or practices. Additionally students will prepare a research paper and portfolio. As an integral part of the capstone experience students will complete an exit assessment instrument.

### **PROGRAM LINKING STATEMENT:**

This is a criminal justice capstone course. As an integral part of the capstone experience students will complete an exit assessment instrument.

### **COURSE DESCRIPTION:**

This course will be presented using a variety of methods, primarily through lecture and group discussions and exercises, often employing instructional aids like PowerPoint and other audio/visual material. Readings will be assigned and will be generated based on student presentations.

### **STUDENT LEARNING OUTCOMES:**

Upon successful completion of this course, the student will have a demonstrable understanding of:

1. Contemporary criminal justice agencies and their histories, operations, and goals.
2. The interrelationships between criminal justice agencies.
3. Contemporary issues affecting the operations and goals of criminal justice agencies.
4. Crime trends and the impacts on various criminal justice agency mechanics.
5. Researching and presenting materials related to criminal justice agencies.

### **ASSESSMENT:**

- **Agency Profile: Outline & Presentation.** Each student will prepare an outline and present to the class a profile of a selected criminal justice agency. Students are expected to (1) research their assigned agency, (2) prepare a powerpoint presentation and outline on their research, (3) submit 5 questions and answers based on their research presentation, and (4) deliver a minimum 10 minute presentation on their research. Specifics of this assignment will be discussed in class.
- **Interview of Criminal Justice Professional.** Each student will interview a professional in the criminal justice field. The specific questions to be asked of agency personnel will be discussed and constructed during classroom time. Upon completion of the interview, the student will prepare a summary of responses in a paper. Students will present their interview responses and summary to the class.
- **Survey of CJ Curriculum Content.** Students will go through the CJ courses that they have taken at CUH to-date. For each course, they will prepare a summary of content that they have retained along with other various selected items to be discussed later. Students will prepare an outline of their findings and the class, as a whole, will consolidate these outlines.
- **CJ Resume Assignment.** Students will construct, research, and prepare a resume appropriate for application toward a criminal justice agency position. Drafts and proper formatting are required for this assignment.

- **Final Exam/Exit Assessment.** Upon completion of the course, students will complete an exit assessment. This instrument will ask the students questions from CJ courses that they have taken during their tenure at CUH.
- **Special Topic Paper & Presentation.** Students will prepare a paper (8-10) on a selected topic related to criminal justice agencies and/or a contemporary issue in criminal justice. The paper will be a literature review-oriented paper that will require the student to do outside research for the course. At the end of the course, the student will prepare a powerpoint presentation and outline on their research and will submit questions and answers (as outlined) based on their research presentation; the presentation will be a minimum of 15 minutes.
- **Individual & Group Assignments.** Throughout the term, other individual and group assignments will be required. These assignments will revolve around contemporary issues in criminal justice.

#### **GRADING SYSTEM:**

The class will be graded on a curve, based on the highest score received on exams, participation, and attendance. For this curve, a standardized grading system will be used:

A = 93-100% (of highest point total received)  
 B = 84-92%  
 C = 75-83%  
 D = 66-74%  
 F = 65% and below

#### **POINT DISTRIBUTION & SCORING SYSTEM:**

<b>Activity/Assignment</b>	<b>% of Final Grade</b>
Agency Profile: Outline & Presentation	15%
Interview of CJ Professional	10%
Survey of CJ Curriculum Content	10%
CJ Resume Assignment	10%
Final Exam/Exit Assessment	10%
Special Topic Paper & Presentation	25%
Individual & Group Assignments	10%
Attendance/Participation	10%
	<b>100%</b>

As a policy, the curve for this class will not exceed a straight 90-80-70-60 curve. For example, if a student scores 100% on an exam, the curve will revert downward to a standard 90-80 . . . etc. curve. It will not be 93%/84%, etc. Based on overall class performance, the instructor will adjust the curve accordingly if anomalies occur.

#### **ATTENDANCE & PARTICIPATION:**

- **Regular Class Attendance.** As a policy, if a student misses more than **2** classes throughout the term, a deficiency notice will be sent to the registrar's office. Absences up and beyond 2 will result in the student losing 5% of their overall final grade points for each absence. For those with extenuating circumstances, documentation will be required for an incomplete (to be made up no later than 30 days after the final exam). "Extenuating circumstances" will be determined on a case-by-case basis, but the standard for this sort of exception is considered as circumstances beyond one's control (e.g., medical illness, family emergency). Unexcused absences equivalent to more than a week of classes may lead to a grade reduction for the course. Any absence of two weeks or more must be reported to the Associate Provost and the Records Office by the instructor. Federal regulations require continued attendance for continuing payment of financial aid. If attendance is not continuous, financial aid may be terminated. When illness or personal reasons necessitate continued absence, the student should officially withdraw from all affected

courses. Anyone who stops attending a course without official withdrawal may receive a failing grade.

- **Regular classroom participation.** Besides simply coming to class, students will be asked to contribute to lecture, group discussions and exercises, informal presentations, and to complete in-class and out-of-class assignments. Contributions to group and individual assignments will be assessed through participation (e.g., extent and depth of discussion), completeness of work turned in, etc. This also means that students will come to class prepared, being able to respond to questions posed from the instructor.

**STUDENTS WITH DISABILITIES:**

Chaminade will provide assistance for any student with documented disabilities. Any student who believes he/she may need accommodations in this class must contact **Dr. June Yasuhara, 735-4845**, at the Counseling Center (office next to Security) in order to determine if the student meets the requirements for documented disability in accordance with the Americans with Disabilities Act. It is important to contact them as soon as possible so that accommodations are implemented in a timely fashion.

**TERMS OF COURSE REQUIREMENTS:**

1. *Late assignments/projects will be discounted 10% per day after the due date. All late assignments must be turned in within 1 week, otherwise loss of **all** credit will occur.*
2. *Unless otherwise specified, assignments are due at the beginning of class.*
3. *Exams and Quizzes are to be taken on the days that they are administered. Exceptions are to be granted only in extenuating circumstance, otherwise loss of all credit will occur. If you are given the opportunity to take an exam after given in class, you will be given a different exam which may be more comprehensive than the initial one given.*
4. *Regular attendance is a must given the amount of material covered in the course. If you know you will be missing a class in the future due to legitimate reasons, be sure to tell me in advance and provide any necessary paperwork; this will allow me to keep you up-to-date on material you will be missing.*
5. *Students will be expected to have read materials prior to each class session and completed appropriate assignments. It is especially important that students read and do work outside of the classroom due to the breadth of materials covered in such a relatively short period of time.*
6. *I have an open-door approach when it comes to helping students understand the material and do well in the course. If you would like to meet with me, visit me during my office hours or call/e-mail me to set up an appointment for an alternative time if those hours don't work for you. **DON'T HESITATE** to talk to, call, or e-mail me!*
7. *Any instances of academic dishonesty will result in an "FD" (failure for dishonesty) grade for the course and will be subject to the policies and procedures for the college. If you are at all unclear about what constitutes academic dishonesty, refer to catalogued materials.*
8. *As a policy, opportunities for extra credit **WILL NOT** be available. All students begin the course with perfect scores, and will have every opportunity to maintain this score.*
9. *The instructor reserves the right to change the schedule of the syllabus when deemed necessary.*

**About the Instructor:**

*Dr. Allen is a full-time faculty member, Assistant Professor, in the C&CJ Department. He is an advisor to CJ majors and oversees the CJ Club; additionally, he is the program's internship/ volunteership coordinator and programmatic assessment lead. His usual repertoire of courses includes criminology, juvenile delinquency, behavioral sciences statistics, seminar in criminal justice agencies, and sex crimes. He has been a full-time faculty member in the Department since 2004 and began teaching at Chaminade in a part-time capacity in 1994. He has also taught courses in Sociology at the University of Hawaii and Hawaii Pacific University. Before joining the Department in a full-time capacity, he worked with the Corrections Population Management Commission (thru the Department of Public Safety), Department of the Attorney General, and the Social Science Research Institute (University of Hawaii). Throughout the years, he has been involved in various research and evaluation projects, including the topics of: probation and parole recidivism, sentencing simulation modeling and policy analysis, juvenile delinquency and youth gangs, community crime prevention, restorative justice, domestic violence and anger management, substance abuse treatment, ecstasy, prostitution, runaway and missing children, uniform crime reporting, victimization surveys, and crime trends and law enforcement/correctional policy analysis. Dr. Allen received his Ph.D. from the Sociology Department at the University of Hawaii with an emphasis in Criminology. Before transferring to the University of Hawaii he attended the University of Minnesota. He is originally from Minnesota but has called Hawaii 'home' since 1990.*

## **MARIANIST EDUCATIONAL VALUES**

The five characteristics of a Marianist Education are:

### **1. Educate for Formation in Faith**

Catholic Universities affirm an intricate relationship between reason and faith. As important as discursive and logical formulations and critical thinking are, they are not able to capture all that can be and ought to be learned. Intellectual rigor coupled with respectful humility provides a more profound preparation for both career and life. Intellectual rigor characterizes the pursuit of all that can be learned. Respectful humility reminds people of faith that they need to learn from those who are of other faiths and cultures, as well as from those who may have no religious faith at all.

### **2. Provide an Excellent Education**

In the Marianist approach to education, “excellence” includes the whole person, not just the technician or rhetorician. Marianist universities educate whole persons, developing their physical, psychological, intellectual, moral, spiritual and social qualities. Faculty and students attend to fundamental moral attitudes, develop their personal talents and acquire skills that will help them learn all their lives. The Marianist approach to education links theory and practice, liberal and professional education. Our age has been deeply shaped by science and technology. Most recently, information and educational technologies have changed the way faculty and students research and teach. At Marianist Universities, two goals are pursued simultaneously: an appropriate use of information technology for learning, and the enhancement of interaction between students and teachers. As Catholic, Marianist Universities seek to embrace diverse peoples and understand diverse cultures, convinced that ultimately, when such people come together, one of the highest purposes of education is realized: a human community that respects every individual within it.

### **3. Educate in Family Spirit**

Known for their strong sense of community, Marianists have traditionally spoken of this sense as “family spirit.” Marianist educational experience fosters the development of a community characterized by a sense of family spirit that accepts each person with loving respect, and draws everyone in the university into the challenge of community building. Family spirit also enables Marianist universities to challenge their students, faculty and staff to excellence and maturity, because the acceptance and love of a community gives its members the courage to risk failure and the joy of sharing success.

### **4. Educate for Service, Justice, and Peace**

The Marianist approach to higher education is deeply committed to the common good. The intellectual life itself is undertaken as a form of service in the interest of justice and peace, and the university curriculum is designed to connect the classroom with the wider world. In addition, Marianist universities extend a special concern for the poor and marginalized and promote the dignity, rights and responsibilities of all people.

### **5. Educate for Adaptation to Change**

In the midst of rapid social and technological change, Marianist universities readily adapt and change their methods and structures so that the wisdom of their educational philosophy and spirituality may be transmitted even more fully. “New times call for new methods,” Father Chaminade often repeated. The Marianist university faces the future confidently, on the one hand knowing that it draws on a rich educational philosophy, and on the other fully aware for that philosophy to remain vibrant in changing times, adaptations need to be made.

Selected from *Characteristics of Marianist Universities: A Resource Paper*, Published in 1999 by Chaminade University of Honolulu, St. Mary's University and University of Dayton

Each of these characteristics is integrated, to varying degrees, in this course.

**COURSE SCHEDULE****CJ 490**

<b>Week</b>	<b>General Topic</b>
<b>1</b> 1/14-1/18	Course Introduction
<b>2</b> 1/21-1/25	<i>Monday (1/21) – NO CLASS (Holiday)</i> Agency Profile Research & Discussion
<b>3</b> 1/28-2/1	CJ Professional Interview Discussion & Survey Research
<b>4</b> 2/4-2/8	CJ Professional Interview Research & Discussion
<b>5</b> 2/11-2/15	Agency Profile Presentations DUE
<b>6</b> 2/18-2/22	<i>Monday (2/18) – NO CLASS (HOLIDAY)</i> Agency Profile Presentations Final Paper Discussion
<b>7</b> 2/25-2/29	Final Paper Discussion Discussion of CJ Curriculum Content Assignment
<b>8</b> 3/3-3/7	Survey of CJ Curriculum Content Research & Discussion
<b>9</b> 3/10-3/14	Survey of CJ Curriculum Content DUE
<b>10</b> 3/17-3/21	<i>Friday (3/21) – NO CLASS (HOLIDAY)</i> (Wednesday) Resume Research & Discussion
3/24-3/28	<b>*****SPRING BREAK – NO CLASSES*****</b>
<b>11</b> 3/31-4/4	<i>Monday (3/31) – NO CLASS</i> Resumes DUE
<b>12</b> 4/7-4/11	Final Paper Research & Discussion
<b>13</b> 4/14-4/18	Final Paper Research & Discussion
<b>14</b> 4/21-4/25	Final Paper Presentations
<b>15</b> 4/28-5/2	Final Paper Presentations

**\*\*\*\*FINAL EXAMINATION: SEE ATTACHED FINAL EXAM SCHEDULE\*\*\*\***  
**(Chap. 1-14; all materials covered during term)**