

**CHAMINADE UNIVERSITY OF HONOLULU**  
**CJ490/Seminar**                      **Justice Agencies**  
 Tues/Thurs 3:30-4:50 p.m./HH118

**Instructor**

Dorothy M. Goldsborough, Ph.D.  
 Office: Henry Hall 122  
 Office Hours: MWFS - 2:00-4:30 p.m. or by appointment

**Biographical Statement**

Dr. Goldsborough is an associate professor of Criminal Justice and Director of the undergraduate and graduate criminal justice programs and the graduate program in public administration. She received an in Criminal Justice from Temple University, Philadelphia, a B.A. in Political Science with an emphasis on criminal justice from the University of Alaska, Fairbanks, an M.A. and Ph.D. in Sociology specializing in criminology from the University of Hawaii at Mānoa, Honolulu. She is President of the Hawai'i Criminal --Justice Association, and her special interests are corrections, juveniles, minorities, and race and ethnicity.

**Course objectives:**

At the end of this course the student is to produce a research paper and an oral report which demonstrates that he or she has an integrative knowledge of the criminal justice system. The paper and report should reflect knowledge of content matter, research methods, statistics and grammar appropriate to a graduating senior of criminal justice. The oral report should reflect ability in organization, delivery, and self-confidence in public speaking.

Students will take a comprehensive multiple-choice examination. This examination will be used to assess the effectiveness of the criminal justice curriculum and the knowledge criminal justice majors have acquired over their course of study. This examination will not be used to determine the student's grade in this course nor in any way effect the student's gpa.

**Course Description**

This is a capstone course for the criminal justice discipline. Integrated knowledge from all courses taken will be incorporated into a written, in-depth research project dealing with one of the components of the criminal justice system, and an oral presentation to the class and public. Prerequisites: CJ major, CJ215 or CJ315, and senior standing.

**Books/Resources**

No textbook is required. The student is expected to have access to an English Handbook and a reference book for the APA style sheet.

In addition, the student is expected to be familiar with SPSS, PowerPoint, Excel and/or other advanced technical and statistical programs to enhance the presentation.

**Attendance**

Attendance is an expected and necessary requirement of this course. All absences require legitimate documentation acceptable to the Asst. VPAA. If there is advanced knowledge of a necessary absence, advise the professor as soon as possible.

### Course Evaluation

Attendance and timely submission of drafts	20%
Term Paper.....	60%
Oral Presentation.....	20%

Outstanding performance. Term paper: has the following qualities: well stated thesis sentence, well organized, uses headers and subheaders to divide material, clearly distinguishes major and minor points, primary data used for program analysis, appropriate quantitative methodology used competently to analyze data, proper use of modified ASA format for documentation and bibliography, no grammar errors, submitted on time.

Above average performance. Term paper addresses the qualities listed above but indicates a lower level of proficiency and accuracy in performance, e.g., some errors in the use of the modified format and in grammar, but submitted on time.

**C** Average performance. Term paper addresses the qualities listed in A, but falls short of those listed in B and 1 day late.

Below average performance. Term paper lacks the qualities mentioned in A and just meets the standards for a passing grade.

Failure. Paper did not reflect a grasp of the basic knowledge of content and research methodology, was excessively late, or not submitted by examination date.

### Term Papers

Kindly submit two copies of your paper. One will be retained-for accreditation purposes, the other returned to you with comments. See attached research paper specifications.

## Research Paper Specifications

The body of the paper shall not exceed 20 pages in length, but also shall not be less than 15 pages. This length excludes your title sheet, abstract, table of contents, bibliography and appendices.

### Format

The format should follow:

#### Abstract

#### Table of Contents

1. Introduction to your topic
2. History or literature regarding your topic (brief, please)
3. Methodology (how you are going to do your quantitative assessment.
4. Main body of your paper.
5. Conclusion (suggested policy and implications for the future).
6. Appendices (if any)
7. Biography or reference page

#### Style.

1. Headers and subheaders to organize the content of your paper.
2. A 1.5" left margin, . 1-" right, top and bottom margins.
3. Pages numbered - upper right hand corner. You may use a running header.
4. Do not bind. Staple it in the upper left corner.

Have someone proofread your paper for errors. Use a grammar and spelling check program in your word processor to minimize these errors. Remember, the computer program cannot tell the difference between "wait" and "weight" as to sentence content. It cannot take the place of the human mind.

You will be required to upload your paper -to plagiarism.com. This program will review your paper for possible plagiarism Give the original authors recognition even if you disagree with what they have written.

Good luck!

(sample abstract]

## ABSTRACT

An **abstract** of the paper entitled  
**submitted** by **{YOUR NAME}** in **partial fulfillment** of the **class CJ 490 Seminar** in  
Criminal Justice Agencies during the Spring 2000 semester at Chaminade **University of**  
Honolulu.

Instructor: Dr. Dorothy Goldsborough

ABSTRACT:

**STATE** THE PURPOSE OF THE PAPER, THE METHODOLOGY USED TO GATHER  
DATA, THE **MAJOR** POINTS OF THE PAPER AND YOUR **CONCLUSION(S)**

(sample title **page**)

TITLE OF PAPER

A paper **submitted** in partial fulfillment of the Bachelor of Science degree in Criminal Justice and the class CJ 490 Seminar in Criminal Justice Agencies  
**Chaminade** University of Honolulu

By

Your Name

Date

**Instructor:** Dr. Dorothy Goldsborough