

CHAMINADE UNIVERSITY OF HONOLULU

CJ 490: Seminar in Criminal Justice Agencies
Spring 2000
Sheryl Sunia, MS
529-3817 (work)
267-0143 (pager)
Karen Kaniho, MS
677-1474 (work)
530-0900 (pager)

Saturday
12:30 to 4:40 p.m.
Fort Shafter

COURSE DESCRIPTION

Capstone course requiring the integration of knowledge regarding the criminal justice system. Students must complete a written in-depth research project dealing with one of the components of the criminal justice system and an oral presentation to the class which is open to the public. Prerequisites: CJ major, CJ 215 or CJ 315, and senior standing.

COURSE OBJECTIVES

At the end of this course the student should produce a written research paper and 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 courses of study. This examination will not be used to determine the student's grade in **CJ490**.

TERM PAPER TOPIC

"Seeking Employment in the Criminal Justice System: A History and Comprehensive Examination of ...[A specific agency in the CJ system]".

TEXTBOOKS/RESOURCES

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

In addition, the student is expected to be familiar with PowerPoint and use it to illustrate their oral presentation.

ATTENDANCE

Attendance is an expected and necessary requirement of this course. It is recognized that there are times when the student will not be able to attend class but absence from class will adversely impact the student's grade. The student's participation in each class session is considered important to the learning process.

COURSE REQUIREMENTS AND GRADES

Requirements

Attendance and timely submission of drafts	20%
Term paper	70%
Oral Presentation	10%

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- A 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 APA format for documentation and bibliography, no grammatical errors, submitted on time.
- B Above average performance. Term paper has the following qualities: well stated thesis sentence, well organized, uses headers and subheaders to divide material, distinguishes major and minor points, primary data used for program analysis, appropriate quantitative methodology used to analyze data with no major methodological errors, few errors in the use of the modified APA format for documentation and bibliography, few grammatical errors, submitted on time.

- C** Average performance. Term paper has the following qualities: thesis sentence, organized, uses headers and subheaders to divide material, distinguishes major and minor points, primary data used for program analysis, appropriate quantitative methodology used to analyze data, some errors in the use of the modified APA format for documentation and bibliography, some grammatical errors, submitted no more than one day late.
- D** Below average performance. Term paper lacks the qualities mentioned above.
- F** Failure. Student's paper was not submitted, was submitted excessively late, or paper did not reflect a grasp of the basic knowledge of content and research methodology.

RESEARCH PAPERS

Your research paper will be retained for accreditation purposes by the Department of Criminal Justice. If you would like a copy of your paper back with comments, you will need to turn in two copies of the paper.

The research paper should conform to the following guidelines:

1. All papers will have a title sheet (see example).
2. You will use headers and subheaders to organize the content of your paper.
3. The paper will have a 1.5" left margin and 1" right, top and bottom margins.
4. Pages will be numbered in the lower right corner (observe margins in numbering).
5. Your paper will be unbound and stapled in the upper left corner.
6. Your paper will have the following in this order:
 - a. Title sheet.
 - b. Abstract of paper. (The abstract will be on a separate page and will be a maximum of 200 words. It should report the thesis sentence of your paper, methodology or data, and major points.)
 - c. Blank page (for instructor's comments).
 - d. Text of paper.
 - e. Bibliography. (This is a bibliography, not a list of references cited; thus, it should be comprehensive in the resources that you used in preparing the paper. The bibliography will use the APA format.)
 - f. Appendixes (if any).
 - g. A biographical page.
7. Before submitting your paper you will proofread it for errors and use the grammar check and spelling check programs in your word processor to review the paper for possible spelling and/or grammar errors.
8. You will be required to upload your paper to plagiarism.com. This program will review your paper for possible plagiarism.

[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

Instructors: Karen Kaniho and Sheryl Sunia

[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.

Instructors: Karen Kaniho and Sheryl Sunia

ABSTRACT:

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

**CLASS MEETING SCHEDULE
CJ 490, SEMINAR IN CRIMINAL JUSTICE AGENCIES**

April 8	Assignment requirements Review of research methodology Topic discussion
April 15	Topic selection Review of statistics Review of library resources Research
April 22	Review of purpose of topic sentence and statement of purpose Research
April 29	Research plans due 1. Identification of agency 2. Statement of purpose 3. Preliminary bibliography 4. Sources of primary data identified 5. Timetable for research, data analysis and writing Review of research plans Research
May 6	Individual appointments to review plans Outline of term paper due Research
May 13	Preliminary bibliography due Research
May 20	Final statement of purpose Final outline Bibliography due Research
May 27	Draft of paper may be turned in for review. If the student does not turn in a draft paper at this time, there will be no further opportunity to correct deficiencies.
June 3	Comprehensive multiple choice examination (ATTENDANCE MANDATORY)
June 10	Presentation of papers

Final papers due June 10, 2000, no later than 4:40 p.m. All papers submitted after that time will be considered late.

NOTE: Instructors reserve the right to make changes in the syllabus.