College of Arts and Sciences
Criminology and Criminal Justice

CJA 791 Seminar in Criminal Justice

Location meeting and Class meeting schedule: Asynchronous
Credits: 3 Section: # 90-3 Term: Accelerated Winter 27

Instructor Information



Instructor: Kelly Treece, Ph.D.
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Office Location: Hale Hoaloha, Suite 203A
Office Hours: By appointment
Virtual Office: https://chaminade.zoom.us/j/2496491331
Virtual Office Hours: By appointment

Communication

My primary preferred method of communication is email. As I am frequently out of the office, voicemail may take an extended amount of time to return. I will respond to trails within 24hrs/ 48hrs.

School & Department Information

College of Arts and Sciences

School of Justice Studies

Department of Criminology and Criminal Justice

If you have questions regarding the Criminology and Criminal Justice Department, reach out to your Instructor or the School of Justice.

Course Description & Materials

Catalog Course Description

Students will focus on examining the integrated parts of all branches of government under the criminal justice lens, including policies, procedures, trends, etc. Students will also complete exit materials for assessment of the graduate program and their experiences. Required course.

Time Allocation

This is a three-credit hour course requiring 135 clock hours of student engagement, per the official CUH Credit Hour Policy. Over the 10 weeks of this course, students will spend 135 hours on course readings, ebook work, assignments, and discussions.

Required Materials

No text required for this course.

Additional reading/viewing materials will be used in supplement to the text.

Recommended Items

Publication Manual of the American Psychological Association, Seventh Edition (2020)

Canvas (https://chaminade.instructure.com)

Canvas is the learning management system (LMS) used for this course. All course work will be obtained and submitted through Canvas.

Learning Outcomes

Program Learning Outcomes (PLOs)

Upon completion of the M.S. in Criminal Justice Administration, students will be able to:

1. Apply the primary concepts and assumptions of the traditional and contemporary theories of addressing crime.
2. Identify and critique efficient criminal justice standards while recognizing basic rights guaranteed to each individual both by state and federal constitutions and laws.
3. Examine the problems associated with ethical administrative decision-making.
4. Integrate issues of race, ethnicity, gender, age, and social class and identify how they affect the criminal justice system in terms of understanding social causes of crime.

5. Develop and apply research methods as used in the social sciences, with a particular emphasis on the basic skills necessary to conduct (and direct) research in criminal justice agencies.
6. Engage the Marianist tradition of education for service, peace, and justice as it pertains to local and national social justice, injustices, and inequities in the criminal justice field.

Course Learning Outcomes (CLOs)

Upon completion of CJA 791, the student will be able to:

1. Examine, assess, and critique program learning outcome knowledge and skills.

Marianist Values

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

1. Education for formation in faith.
2. Provide an integral, quality education.
3. Educate in family spirit.
4. Educate for service, justice and peace, and integrity of creation.
5. Educate for adaptation and change.

Native Hawaiian Values

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the ʻOlelo Noʼeau (Hawaiian proverbs) and Marianist core beliefs:

1. Educate for Formation in Faith (Mana) E ola au i ke akua (ʻŌlelo Noʻeau 364) May I live by God.
2. Provide an Integral, Quality Education (Naʼauao) Lawe i ka maʻalea a kūʻonoʻono (ʻŌlelo Noʻeau 1957) Acquire skill and make it deep.
3. Educate in Family Spirit (ʻOhana) ʻIke aku, ʻike mai, kōkua aku kōkua mai; pela iho la ka nohana ʻohana (ʻŌlelo Noʻeau 1200) Recognize others, be recognized, help others, be helped; such is a family relationship.

4. Educate for Service, Justice and Peace (Aloha) Ka lama kū o ka noʻeau (ʻŌlelo Noʻeau 1430) Education is the standing torch of wisdom.
5. Educate for Adaptation and Change (Aina) ʻAʻohe pau ka ʻike i ka hālau hoʻokahi (ʻŌlelo Noʻeau 203) All knowledge is not taught in the same school

Alignment of Course Learning Outcomes

	CLO 1
Marianist Values	1,2,3,4,5
PLOs	1,2,3,4,5,6
Native Hawaiian Values	12,3,4,5
Gen Ed Learning Outcomes (if applicable)	

Course Activities

Signature Assignments: Students will submit past assignments from selected CJS courses. They will be required to provide a critique/analysis of these submissions.

Marianist Reflection: Students will compose/create a paper/collage/PPT/ or other original work that showcases and explains their engagement in the Marianists' values.

Curriculum Content: Students will complete a document detailing what they have learned from past courses in the MSCJS program.

Assessment Surveys: Students will complete two assessment surveys.

Exit Interview: Students will meet with the instructor via zoom for an exit interview. This is informal and focuses on the student's perspective of their time in the program.

Literature Review: Students will complete a literature review of the assigned topic. It shall contain an extensive explanation of the various aspects impacted by the policy. This assignment also includes a poster supplement. Instructions are provided in Canvas. All papers will be run through a plagiarism checker. Any student that has identifiable content plagiarized from another source will fail the course and be recommended for removal from the program. The criteria for the paper include:

- Cover page
- Abstract

- Table of Contents
- Content Pages (minimum of 10)
- Bibliography (minimum of 10)
    - Must follow APA guidelines
    - Maximum of 2 quotes

** A rubric is used for grading assignments and discussions and will be provided to you in each assignment/discussion. It should be noted that the rubric will be used ***ONLY*** to grade the assignment given. You will not receive rubric credit for turning in a paper that has nothing to do with the assignment. For example: if you are given an assignment on police stress and you turn in a paper on how to change the oil in your car - you will not receive credit for grammar, spelling, etc. You will receive a zero as you did not complete the assignment.

Course Policies

Attendance

This is an online course, thus attendance is not calculated in the final grade. However, it is expected that all students are logging into the course at least once a week.

Late Work

Late work is subjected to the following percentage deductions. Since all assignments/discussions are open on the first day of class it is recommended that students work ahead if/when possible if they anticipate a late submission. The ONLY exception to this policy is a catastrophic emergency (at my discretion, not the students).

1 day = 10% deduction
2 days - 20% deduction
3 days = 30% deduction
4 days = 40% deduction
5 or more days = no points awarded

Extra Credit

There is no extra credit scheduled for this course.

Changes to the Syllabus

While the provisions of this syllabus are as accurate and complete as possible, your instructor reserves the right to change any provision herein at any time. Every effort will be made to keep

you advised of such changes, and information about such changes will be available from your instructor.

Grades of Incomplete

The current university policy concerning incomplete grades will be followed in this course. A student in good standing in a course may petition the instructor for an "I" grade. All petitions must be requested in writing via email. Good standing means that the student has fulfilled the following three requirements:

1. Has completed more than 50% of the coursework
2. Has had continued communication with the instructor throughout the term regarding the issue/extraordinary condition preventing completion of the work.
3. The extraordinary condition reported are beyond the control of the student and have led to an inability to complete course requirements.

Your instructor is the final authority on whether you qualify for an incomplete. Only one extension of 30 days per course will be allowed. Incomplete work must be finished by the end of the 30 day extension or the current grade will automatically be recorded as the final earned grade in the course on your transcript.

Final Grades

Point Distribution & Scoring System:	**% of Final Grade**
Signature Assignments	30%
Literature Review	50%
Curriculum Content	10%
Assessment Surveys	5%
Exit Interview	5%
	100%

Final grades are submitted to Self-Service:

A = 90% and above

B = 80-89%

C = 70-79%

D = 60-69%

F = 59% and below

Important Information

Academic Honesty

Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated.

Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records or examinations, alteration of grades, plagiarism, **and unauthorized and/ or undisclosed AI usage,** in addition to more obvious dishonesty. See catalog section *Student Use of Artificial Intelligence in Academic Work* for further information.

Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Director of the Academic College. Punishment for academic dishonesty will be determined by the instructor, Director, and the Dean of Academic College and may include an "F" grade for the work in question, an "F" grade for the course, academic notice, or dismissal from the University.

For the most up to date information, please refer to the Academic Honesty Policy on the Chaminade University Catalog website.

You will notice in your assignments that a plagiarism checker (Turn it in) has been activated. This tool is designed to help both the student and the instructor. After submission, you will receive a color-coded flag and percentage next to your submission. This informs you of how much your assignment is similar to other work out there. If it is above 20%, I urge you to rework and resubmit your assignment prior to the due date. Whatever the last submission is PRIOR to the due date and time is the one I will grade. I will not grade a resubmission after the due date.

If you do so, please add a comment to the instructor that you intend to re-submit the assignment so it is not graded until you are satisfied with the similarity score. If you notice that there are a lot of similarities in the reference section, please disregard. If you are doing those correctly, they should match with other work. Any instances of plagiarism will be subject to discipline.

AI (Artificial Intelligence) Statement

Chaminade University recognizes the increasing role of artificial intelligence (AI) technologies in academic and professional environments. AI encompasses, but is not limited to, generative AI platforms, automated writing or content generation software, coding assistants, and similar tools. Students must ensure all submitted work genuinely reflects their knowledge and effort. Using AI to produce or significantly complete graded assignments, exams or other academic tasks – defined as use that substitutes for or substantially replaces a student's own analysis, reasoning or written expression – without explicit instructor approval is considered academic misconduct and will be dealt with according to the University's Academic Honesty Policy.

If an instructor has reasonable grounds to question whether submitted work genuinely reflects a student's own knowledge, authorship, or mastery of course material — or whether it meets the course's expectations for AI use — the instructor may require the student to provide additional or alternative evidence of authorship and content mastery. Such evidence may include drafts, notes, revision history, source materials, process explanations, oral discussion, in class work, or completion of an alternative assessment. A student's refusal or inability to provide such evidence may be considered, along with other available information, in evaluating whether the work meets course requirements and stated learning outcomes. Instructors will not rely solely on AI detection software or other automated tools in making grading or academic integrity determinations. Such determinations will be based on the totality of the available information and handled in accordance with applicable University policies and procedures. See the catalog section *Student Use of Artificial Intelligence in Academic Work* for further information.

This course prohibits the use of AI software in completing any assignments, projects, or exams. In addition to checking for plagiarism, Any assignment that indicates high levels of likelihood to be written by AI software is subject to review. Further, software that is designed to alter/hide AI usage is also prohibited. Any submitted work that is suspected of AI usage is subject to review. This may include an interview with the student to show competency in the assignment, an investigation of the assignment, and/or documented proof that AI was not used. Violating this policy will result in a penalty as described in the Academic Dishonesty policy noted in the handbook. Specifically for this class, the first offense will result in a zero for the assignment. The second offense will result in a failing grade. It does not matter if the second offense is in the last week of class, a failing grade will be automatically issued. IT IS URGED THAT ALL STUDENTS TAKE THIS SERIOUSLY.

<u>It will be up to the student to provide evidence that AI was not used. The easiest way to do this is to complete all of your work in a google document. You have access to this via your Chaminade Student email (as it is a google email). Using a google document for all work provides time stamps, edits, and a history of your work.</u>

Title IX and Nondiscrimination Statement

Chaminade University of Honolulu is committed to providing a learning, working and living environment that promotes the dignity of all people, inclusivity and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking. As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. For pregnant and parenting students, I am also obligated to provide you with similar resources for support and protections available to you. My goal is to make sure that you are aware of the range of options available to you and have access to the resources and support you need.

Contact information and reporting options: chaminade.edu/titleix/nondiscrimination/. File a report via the Campus Incident Report Form.

Nondiscrimination Policy & Notice of Nondiscrimination

The university is committed to comply with all State and Federal statutes, rules, and regulations which prohibit discrimination. The university is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin (including shared ancestry and ethnic characteristics), ancestry, citizenship, disability, genetic information, marital status, breastfeeding, arrest and court record (except as permissible under State law), sexual orientation,or status as a covered veteran. Inquiries about Title IX or general Civil Rights concerns may be referred to the University's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both and contact information may be found HERE. *On-campus Confidential Resources may also be found here at CAMPUS CONFIDENTIAL RESOURCES.*

The University's Nondiscrimination Policy and Grievance Procedures can be located on the University webpage at: https://chaminade.edu/compliance/title-ix-nondiscrimination-policies-procedures/.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to the Campus Incident Report form. Chaminade University of Honolulu prohibits sex discrimination in any education program or activity that it operates.

The NOTICE of NONDISCRIMINATION can be found here: Notice of Nondiscrimination.

CUH Alert Emergency Notification

To get the latest emergency communication from Chaminade University, students' cell numbers will be connected to Chaminade's emergency notification text system. When you log in to the Chaminade portal, you will be asked to provide some emergency contact information. If you

provide a cellphone number, you will receive a text from our emergency notification system asking you to confirm your number. You must respond to that message to complete your registration and get emergency notifications on your phone.

Assessment for Student Work

With the goal of continuing to improve the quality of educational services offered to students, Chaminade University conducts assessments of student achievement of course, program, and institutional learning outcomes. Student work is used anonymously as the basis of these assessments, and the work you do in this course may be used in these assessment efforts.

Student with Disabilities Statement

Kōkua ʻIke
Accessibility Services recognizes disability as a valued aspect of diversity and ensures equal access to the educational environment in accordance with Section 504 of the Rehabilitation Act; the Americans with Disabilities Act, as amended; and the principles and professional standards of the Association on Higher Education and Disability. Access is supported through reasonable accommodations and referrals to campus and community resources.
Appointments with the Accessibility Services Coordinator are available through Stellic at https://chaminade.stellic.com and may be held virtually or in person. Drop-in appointments are also welcome.
Students seeking support must meet with the Accessibility Services Coordinator as early as possible, even if they are unsure whether they have appropriate documentation of their disability or its impacts. The Accessibility Services Coordinator prioritizes listening to students' experiences and will discuss any documentation needs during the initial intake meeting. Students may seek support at any time.
Learn more at https://chaminade.edu/ada-accommodations.
Learn more at https://chaminade.edu/career-services.

Kōkua ʻIke: Tutoring & Learning Services

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua ʻIke: Center for Student Learning in a variety of subjects (including, but are not limited to biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check Kōkua ʻIke's website for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via Tutor.com. Tutor.com can be accessed 24/7 from your Canvas account. Simply click the Tutor.com link in the Global Navigation panel on the left. For more information, please contact Kōkua ʻIke at tutoring@chaminade.edu or 808-739-8305.

Readings, Assignments, Discussion & Due Dates

Module	Assignment/Discussion	Credit Hour	Due Dates
M1	How to complete a signature…	1	1/17/27
M1	Signature Assignment 1	20	1/17/27
M1	Signature Assignment 2	20	1/24/27
M1	Signature Assignment 3	20	1/31/27
M1	Marianist Reflection	20	2/07/27
M1	Literature Review	40	3/14/27
M2	Curriculum Content Assignment	10	2/14/27
M2	MSCJA Exit Assessment	3	2/21/27
M3	Exit Interview	1	3/19/27