



Course Outline – Administration of Criminal Justice

School of Behavioural and Social Sciences

General Information

Course #: SOC2253A

Section #: 530

Term: SUMMER EVENING 2021

Year: 2020-21

Delivery: *Online synchronous*

Class times: Tuesdays and Thursdays 6pm-9pm

Instructor Information

Name: Jennifer Reynolds

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Office hours for students: By Appointment, via ZOOM

Course Description

A sociological analysis of the criminal justice system in Canada (public involvement, police, courts, and correctional programs). The organization, structure and functioning of the criminal justice system are examined.

Prerequisite(s): 1.0 from Sociology courses at the 1000 level.

Required Course Materials

Griffiths, Curl. (2020). Canadian Criminal Justice: A Primer. 6th edition. Nelson Publishing.

(*You can obtain an electronic copy via Vital Source here: <https://www.vitalsource.com/en-ca/products/canadian-criminal-justice-a-primer-griffiths-v9780176798802>)

Learning Outcomes

By the end of this course students should have gained a solid understanding of the main facets of the Canadian criminal justice system. Students should be able to identify and critically assess the different types of crime, the classification of offenders (and victims), youth justice, and the key elements of the criminal justice system involved in responding to and apprehending criminals, including the police, courts, and corrections. Students should be able to compare and assess the Canadian criminal justice system with the model(s) used internationally.

Brescia Competencies

By the end of the course students should be able to:

1. Demonstrate a comprehensive knowledge of the functions of criminal law and “justice”. (Social Awareness and Engagement)
2. Display a broad knowledge of the nature and classification of criminal offences and penalties as specified in the Criminal Code of Canada. (Self Awareness and Development)
3. Identify and critically evaluate the organizational levels and functions of criminal justice institutions in Canada. (Critical Thinking)
4. Demonstrate an understanding of the various models (strategies) of criminal justice from a cross cultural perspective. (Social Awareness and Engagement)
5. Display a good knowledge of typologies of crime and apply various theories that explain why people commit criminal acts. (Communication / Critical Thinking)
6. Describe the organizational levels of law enforcement in Canada and understand the major issues in Canadian policing including police violence and corruption. (Inquiry and Analysis / Critical Thinking)
7. Demonstrate knowledge of the fundamental rights afforded to criminal defendants by the Canadian Charter of Rights and Freedoms. (Self Awareness and Development)
8. Explain the roles of the crown attorney, defense lawyer, court judge and the jurors. (Communications)
9. Understand the operation of the Canadian court system including pre-trial and trial processes, penal sanctions, and wrongful convictions. (Social Awareness and Engagement)
10. Identify the different legal defenses the accused admit to committing the criminal act. (Social Awareness and Engagement)
11. Evaluate prison and community-based treatment and rehabilitation programs for convicted violators. (Valuing /Critical Thinking)
12. Demonstrate knowledge of the functions of probation and parole agencies in Canada. (Social Awareness and Engagement)
13. Recommend new perspectives (strategies) for crime control and penal reforms in Canada. (Problem Solving / Inquiry and Analysis)

This course will not only be helpful to students who major in the social sciences, but also to counsellors, social workers, police officers, teachers, parents and students of law.

Teaching Methodology and Expectations of Students

Course Delivery

This course will consist of both synchronous and asynchronous components. Each week we will cover 1-2 topics, and I will post lectures, along with readings, documentaries, etc. based on that week's topic. You will find all of the relevant information for each class posted under Course Content on OWL. Because this is a condensed course, instead of there being 13 weeks to cover the material, the tabs under Course Content will be broken down according to the "theme" for that week. Most of the material will be posted to be reviewed at your leisure throughout the week. You will also use our OWL site for engaging in class discussion, uploading your completed exercises and assignments, reviewing feedback on graded materials, and checking your marks.

The time slots that have been assigned to this course (Tuesday's and Thursday's) will be used for exams, discussions, and (hopefully) a couple of guest lecturers. Otherwise, you will be able to cover the material each week on your own time. I am trying to maintain as much flexibility as possible while also devoting some time to "face to face" interactions and discussions. This will be discussed in more detail prior to the first day of class.

E-mail

If you have any questions, comments, or concerns regarding the course please email me. I will do my best to return all emails within 24 hours.

If you would like to schedule a Zoom meeting with me, please send a request via email and use "SOC2253A" as part of the subject line.

Office Hours

I will be holding online office hours using Zoom by appointment. If you would like to schedule a time to meet, please e-mail me with a list of times that you are available, and with a brief description of what you would like to discuss. Please do not hesitate to contact me for any reason – whether it be related to the course, related to future prospects (interest in graduate school, career aspirations), chatting about sociology or events in general – I am here for you and happy to answer any questions you may have.

Zoom is a webconferencing app that is free to Western students. Instructions for downloading and running Zoom can be found at: <https://wts.uwo.ca/zoom/>. IMPORTANT: When logging in to Zoom, select *Sign In with SSO*. On the Sign In with SSO screen, enter *westernuniversity*, then click Continue. You will login to Zoom using your Western user ID and password.

Copyright and Intellectual Property

PowerPoint lecture slides and notes, lists of readings, in-class activities, assignment guidelines, and other components of the course materials are typically the intellectual property of the instructor. Unauthorized reproduction through audio-recording, video-recording, photographing, sharing on social media, or posting on course-sharing websites is an infringement of copyright and is prohibited. Such action may be considered a Code of Conduct violation and lead to sanctions.

Evaluation

Your grade for this course will be based on:

(1) Participation in ZOOM Meetings (15%)

In order to receive marks for participation, you must partake in discussion via the ZOOM meetings throughout the term. Each week, on Thursday evenings at 6pm, we will have a live class where we will reflect on the material for that week. It is imperative that you review the material for the week prior to these meetings as the expectation will be that you are familiar with the material. We might engage in a case study, watch a short documentary, go through a series of discussion questions, etc. Since the class is relatively small this term (approx. 20 students), facilitating discussion should be relatively easy. It is possible, as well, that we might do some group work during these sessions, and it is certainly my intent to make them as interactive as possible. You will be marked on your ongoing contribution to the discussion, your interaction with peers, and the insight you bring. I anticipate our meetings on Thursday will last between 30 minutes to 1 hour.

(2) Quizzes (2 x 15% = 30%)

Quizzes are to be written individually without assistance from others. You are not restricted from using course materials in completing the quizzes; however, the quizzes are constructed in such a way that you move through them at a steady pace, relying more on your understanding of course ideas than on having to reference course materials. Each quiz will include 20 multiple choice questions drawn randomly from a pool of questions covering lecture, reading, and any other material covered in each “chunk” or section of the course (in other words, the quizzes are NOT cumulative) and the questions will be distributed evenly across the topics.

Quizzes will be completed on Tuesday evenings and will open at 6pm and close at 630pm (meaning you must start the quiz, promptly, at 6pm the weeks that they are due). Once you begin your quiz, you will have a set amount of time to finish it. You cannot save your work and return to it later. One question will be presented at a time and you will not be able to backtrack to previous questions in your quiz. Each quiz is expected to take no more than 15 minutes to complete. All students will be allotted 20 minutes.

(3) Critical Reflection (25%)

This term, students will write one critical response assignment. This could include something to watch (documentary, video on YouTube), something to read (a case study, a short article (journal, newspaper, online), or something to listen to (a podcast, etc). Over the term, I will provide two different opportunities for students to submit the assignment based on pre-determined topics that will be distributed a few weeks before the deadlines. The reflection is to be 5-6 double spaced pages (APA referencing style, size 12 font, 1" margins, no additional spacing between paragraphs). Students will upload their reflections on OWL.

(4) Final Exam (30%)

The final exam will be written online via OWL and will be cumulative (covering the major themes/concepts discussed in class – these will be outlined in detail prior to the exam). The final exam will be mixed format (multiple choice, short answer, and/or long answer responses). Details for the final exam will be posted on OWL as soon as they are available.

Evaluation Breakdown: (OG = Ongoing)

Component	Weight	Date/ Deadline	Learning Outcome	Brescia Competencies
Participation in ZOOM Meetings	15%	OG	All	All
Quizzes	30%	OG	All	2,3,4
Critical Reflection	25%	OG	All	All
Final Exam	30%	TBD	All	1,2,3,4

Academic Accommodation

For course components worth 10% or more of the total course grade, please see the Academic Policies and Regulations section at the end of this course outline or consult the Academic Calendar.

For course components worth less than 10% of the total course grade, documentation will be required. Medical or other supporting documentation should be submitted to your Academic Advisor.

Course Content/ Schedule

*NOTE: A detailed weekly schedule of topics, readings, assignment due dates, will be provided prior to the first day of class on OWL.

2020-21 BRESCIA UNIVERSITY COLLEGE ACADEMIC POLICIES AND REGULATIONS

1. POLICY REGARDING ACADEMIC ACCOMMODATION

The complete policy regarding [Accommodation for Illness - Undergraduate Students](#) can be found at

http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_12.

Students who have long-term or chronic medical conditions which may impede their ability to complete academic responsibilities should seek Academic Accommodation through Student Accessibility Services

(http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&SelectedCalendar=Live&ArchiveID=#Page_10).

Personal commitments (e.g., vacation flight bookings, work schedule) which conflict with a scheduled test, exam or course requirement are **not** grounds for academic accommodation.

Students who experience an illness or extenuating circumstance sufficiently severe to temporarily render them unable to meet academic requirements may submit a request for academic consideration through the following routes:

1. Submitting a **Self-Reported Absence** form provided that the conditions for submission are met;
2. For medical absences, submitting a **Student Medical Certificate (SMC)** signed by a licensed medical or mental health practitioner;
3. For non-medical absences, submitting **appropriate documentation** (e.g., obituary, police report, accident report, court order, etc.) to their Academic Advisor. Students are encouraged to contact their Academic Advisor to clarify what documentation is acceptable.

Requests for Academic Consideration Using the Self-Reported Absence Portal

Students who experience an unexpected illness or injury or an extenuating circumstance of 48 hours or less that is sufficiently severe to render them unable to meet academic requirements should self-declare using the online Self-Reported Absence portal. This option should be used in situations where the student expects to resume academic responsibilities within 48 hours. Note that the excused absence includes all courses and academic requirements within the up to 48 hours, it is not intended to provide an excused absence from a single course while students fulfill their academic responsibilities in other courses during that time.

The following conditions are in place for self-reporting of medical or extenuating circumstances:

1. Students will be allowed a **maximum of two self-reported absences** between September and April and one self-reported absence between May and August;
2. The duration of the absence will be for a maximum of 48 hours from the time the Self-Reported Absence form is completed through the online portal, or from 8:30 am the following morning if the form is submitted after 4:30 pm;
3. The excused absence will terminate prior to the end of the 48 hour period if the student undertakes significant academic responsibilities (writes a test, submits a paper) during that time;
4. Self-reported absences will **not** be allowed for scheduled final examinations; midterm examinations scheduled during the December examination period; or for final lab examinations scheduled during the final week of term;
5. Self-report absences may **not** be used for assessments worth more than 30% of any course;
6. Any absences in excess of 48 hours will require students to present a Student Medical Certificate (SMC), or appropriate documentation;

7. Students **must** communicate with their instructors **no later than 24 hours after the end of the period covered by the Self-Reported Absence form** to clarify how they will fulfil the academic expectations they may have missed during the absence.

Request for Academic Consideration for a Medical Absence

When a student requests academic accommodation (e.g., extension of a deadline, a makeup exam) for work representing 10% or more of the student's overall grade in the course, it is the responsibility of the student to provide acceptable documentation to support a medical or compassionate claim. All such requests for academic accommodation **must** be made through an Academic Advisor and include supporting documentation.

Academic accommodation for illness will be granted only if the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete their academic responsibilities. Minor ailments typically treated by over-the-counter medications will not normally be accommodated.

The following conditions apply for students seeking academic accommodation on medical grounds:

1. Students must submit their Student Medical Certificate (SMC) along with a request for relief specifying the nature of the accommodation being requested no later than two business days after the date specified for resuming responsibilities. An SMC can be downloaded from http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf ;
2. In cases where there might be an extended absence or serious issue, students should submit their documentation promptly and consult their Academic Advisor for advice during their recovery period;
3. Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, scheduled tests or examinations, and other academic requirements;
4. Students **must** communicate with their instructors **no later than 24 hours** after the end of the period covered by the SMC to clarify how they will fulfil the academic expectations they may have missed during the absence;
5. Appropriate academic accommodation will be determined by the Dean's Office/Academic Advisor in consultation with the course instructor(s). Academic accommodation may include extension of deadlines, waiver of attendance requirements, arranging Special Exams (make-ups), re-weighting course requirements, or granting late withdrawal without academic penalty.

The [full policy on requesting accommodation due to illness](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_12) can be viewed at: http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_12

2. ACADEMIC CONCERNS

If you feel that you have a medical or personal challenge that is interfering with your work, contact your instructor and Academic Advisor as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. Retroactive requests for academic accommodation on medical or compassionate grounds are not normally considered.

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult your Academic Advisor. If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines; please refer to the [Registrar's website](http://brescia.uwo.ca/academics/registrar-services/), <http://brescia.uwo.ca/academics/registrar-services/> or the list of official sessional dates in the Academic Calendar (<http://www.westerncalendar.uwo.ca/SessionalDates.cfm?SelectedCalendar=Live&ArchiveID=>).

You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. *Note that dropping a course may affect OSAP eligibility and/or Entrance Scholarship eligibility.*

3. ABSENCES

Short Absences: If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

Please note that for asynchronous online courses, attendance or participation requirements maybe different than for synchronous or in-person courses.

Extended Absences: If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work, and arrange academic accommodations if appropriate and warranted.

It is important to note that the Academic Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory (http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=5&SelectedCalendar=Live&ArchiveID=#SubHeading_68).

4. SCHOLASTIC OFFENCES

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence at: http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_20.

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offences. Note that such offences include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. Students are advised to consult the section on Scholastic Discipline for Undergraduate Students in the Academic Calendar.

If you are in doubt about whether what you are doing is inappropriate or not, consult your instructor, the Academic Dean's Office, or the Registrar. A claim that "you didn't know it was wrong" is not accepted as an excuse.

The penalties for a student guilty of a scholastic offence (including plagiarism) include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

Plagiarism:

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence.

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>).

Computer-marked Tests/exams:

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating. Software currently in use to score computer-marked multiple-choice tests and exams performs a similarity review as part of standard exam analysis.

5. PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS

All appeals of a grade must be directed first to the course instructor. If the student is not satisfied with the decision of the course instructor, a written appeal is to be sent to the School Chair. If the response of the Chair is considered unsatisfactory to the student, they may then submit a written appeal to the Office of the Dean. If the student is not satisfied with the decision of the Dean, they may appeal to the Senate Review Board Academic (SRBA), if there are sufficient grounds for the appeal and if the matter falls within the jurisdiction of the SRBA. For information on academic appeals consult your Academic Advisor or see the Student Academic Appeals – Undergraduate in the Academic Calendar http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_14.

Note that final course marks are not official until the Academic Dean has reviewed and signed the final grade report for the course. If course marks deviate from acceptable and appropriate standards, the Academic Dean may require grades to be adjusted to align them with accepted grading practices.

6. PREREQUISITES

Unless you have either the prerequisites for a course or written special permission from the Dean to enroll in it, you will be removed from the course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisite(s).

7. SUPPORT

Support Services

The Brescia University College Registrar's website, with a link to Academic Advisors, is at <http://brescia.uwo.ca/academics/registrar-services/> . Students can access supports through Brescia's Student Life Centre (<http://brescia.uwo.ca/life/student-life/>) and Learning Skills Services at Western (<https://www.uwo.ca/sdc/learning/>)

Mental Health and Wellness

Students may experience a range of issues that can cause barriers to your learning, such as increased anxiety, feeling overwhelmed, feeling down or lost, difficulty concentrating and/or lack of motivation. Services are available to assist you with addressing these and other concerns you may be experiencing. You can obtain information about how to obtain help for yourself or others through **Mental Health & Wellness at Brescia** (<http://brescia.uwo.ca/life/mental-health-wellness/>) and **Health and Wellness at Western**, http://uwo.ca/health/mental_wellbeing/index.html.

Sexual Violence

All members of the Brescia University College community have a right to work and study in an environment that is free from any form of sexual violence. Brescia University College recognizes that the prevention of, and response to, Sexual Violence is of particular importance in the university environment. Sexual Violence is strictly prohibited and unacceptable and will not be tolerated. Brescia is committed to preventing Sexual Violence and creating a safe space for anyone in the Brescia community who has experienced Sexual Violence.

If you or someone you know has experienced any form of Sexual Violence, you may access resources at <http://brescia.uwo.ca/life/sexual-violence/>.

Portions of this document were taken from the Academic Calendar, the Handbook of Academic and Scholarship Policy and the Academic Handbook of Senate Regulations. This document is a summary of relevant regulations and does not supersede the academic policies and regulations of the Senate of the University of Western Ontario.
