



## **CRIJ 1306.083 FE | Court Systems and Practices**

**Course Syllabus:** Fall 2<sup>nd</sup> 8 Weeks

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*"Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed."*

**Instructor: Elizabeth A. Bailey, M.S.**

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Online
		9-11	9-11	By Appointment	Upon Request

*This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.*

**Course Description:** 3 credit hours.

Topics for this course shall include the history and philosophy of criminal justice and ethical considerations; crime defined: its nature and impact; overview of criminal justice system; law enforcement; court system; prosecution and defense; trial processes; corrections.

**Prerequisite(s):** Successful completion of CRIJ 1301 Introduction to Criminal Justice

**Student Learning Outcomes:** Describe the American judiciary system and its structure; identify the roles of judicial officers; identify the trial processes from pretrial to sentencing; and interpret the role of evidence.

**Evaluation/Grading Policy:**

Assignment	20%
Exam/Test	40%
Journal	15%
Quiz	25%
<b>Total</b>	<b>100%</b>

**Required Instructional Materials:** You have already paid for eBook access embedded into Blackboard. If you prefer a paper copy, the bookstore can provide a textbook for an additional fee.

*Inclusive Access: Courts and Criminal Justice in America, 3rd Edition*

**Publisher:** Pearson

**ISBN Number:** 9780135728369

**Optional Instructional Materials:** None

**Minimum Technology Requirements:** Daily high-speed internet access, Internet Browser

**Required Computer Literacy Skills:** Basic computer usage skills, Email skills

**Course Structure and Overview:**

All quizzes/assignments/journals/exams/projects are completed individually and submitted electronically through Blackboard. Each assignment is worth a set number of points. Please pay careful attention to the due dates. Late work will NOT be accepted. 'Forced Completion' Blackboard modules may be utilized during this course; students must open the contents in order before the following content becomes available.

**Communications:**

Email: Please check your NTCC email everyday. Email is the official form of communication used here at NTCC. All emailed questions to the instructor will be responded to within 24 hours (Monday-Friday), but usually within a few hours when possible.

Announcements: These can be found in Blackboard under the course link on your Blackboard homepage.

Blackboard Messages: These can be found in Blackboard under the Messages link in your Blackboard course.

TEAMS: This is the quickest method of communication.

**Institutional/Course Policy:**

All courses require timely completion of assignments. Many assignments are due weekly. Thus, keeping up with the schedule is essential to your success. Your personal schedule must allow you to keep up with the due dates for the readings and other assignments. Late work is not allowed in this course- plan your schedule carefully. Blackboard will be used for file submission.

**Late Work Policy:**

The word "assignments" refers to all work (assignments, quizzes, exams, journals, projects) that is submitted via Blackboard or presented in class. Students are to submit assignments on or before the stated due date/time. Late work is not accepted.

**Attendance Policy:**

Students are expected to participate regularly (daily/weekly) and complete all assigned work. **Excessive absences (*two consecutive weeks of no participation or no show in class*) may result in the student having their grade average reduced.**

**Important Fall 2025 2<sup>nd</sup> 8 Weeks Dates:**

The final day to withdraw with a grade of "W" (8 WK Course): Nov 25

Last Class Day (8 WK Course): Dec 4

Final Examinations: Dec 5 - 11

Religious Holy Days: Refer to the Northeast Texas Community College Student Handbook.

**Withdrawal Policy/Date:**

It is your responsibility to drop a course or withdraw from the college. If you stop attending the course without withdrawing, you will still receive a grade, whether passing or failing.

**Alternate Operations During Campus Closure/Alternate Course Delivery Requirements:**

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information. Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

**NTCC Academic Honesty/Ethics Statement:**

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects. Plagiarism technology will be utilized during this course and student work is subject to independent verification via Turn-It-In technology. The instructor reserves the right to award the grade of zero for any student work that shows plagiarism.

**Statement Regarding the Use of Artificial Intelligence (AI) Technology:**

Absent a clear statement from a course instructor, use of or consultation with generative AI shall be treated analogously to assistance from another person (collusion). Generative AI is a subset of AI that utilizes machine learning models to create new, original content, such as images, text, or music, based on patterns and structures learned from existing data (Cornell, Center for Teaching Innovation). Unauthorized use of generative AI tools to complete an assignment or exam is not permitted. Students should acknowledge the use of generative AI and default to disclosing such assistance when in doubt. Individual course instructors may set their own policies regulating the use of generative AI tools in their courses, including allowing or disallowing some or all uses of such tools. Students who are unsure of policies regarding generative AI tools are encouraged to ask their instructors for clarification. (Adapted from the Stanford University Office of Community Standards-- accessed August 31, 2023)

**ADA Statement:**

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on

the NTCC website.

**Family Educational Rights and Privacy Act (FERPA):**

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

**Tentative Course Timeline:** The instructor reserves the right to adjust at any point in the term. All Blackboard modules will open on their perspective Monday and close on the following Sunday at 11:59pm, with the exception of the final exam.

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Week	Assignments	Due Date
Week 1 October 20	Syllabus Acknowledgement and Honor Statement  Chapter 1: Legal Foundations Journal #1   Criminal v. Civil Chapter 1 Quiz	Sunday, October 26 @ 11:59p
	Chapter 2: Who Controls the Courts Journal #2   The Constitution and the Presidency Chapter 2 Quiz	
Week 2 October 27	Chapter 3: Federal Courts Journal #3   Can you hear me? Chapter 3 Quiz	Sunday, November 2 @ 11:59p
	Chapter 4: State Courts Journal #4   State Court Systems Chapter 4 Quiz	
Week 3 November 3	Chapter 5: Juvenile Courts Journal #5   Balancing Act Chapter 5 Quiz	Sunday, November 9 @ 11:59p
	Chapter 6: Specialized Courts Journal #6   Specialty Courts Chapter 6 Quiz	
Week 4	Chapter 7: Judges	Sunday,

November 10	Journal # 7   What's the difference? Chapter 7 Quiz	November 16 @ 11:59p
	<b>Mid-Term Exam</b>	
<b>Week 5</b> November 17	Chapter 8: Prosecutors Journal # 8   Texas Attorney General Chapter 8 Quiz	Sunday, November 23 @ 11:59p
	Chapter 9: Defense Attorneys D-fence   Assignment Chapter 9 Quiz	
<b>Week 6</b> November 24	Chapter 11: Pretrial Procedures Chapter 11 Quiz	Sunday, November 30 @ 11:59p
	Chapter 12: Plea Bargaining and Guilty Pleas Frontline   The Plea - Assignment Chapter 12 Quiz	
<b>Week 7</b> December 1	Chapter 13: The Jury and the Trial Chapter 13 Quiz	Sunday, December 7 @ 11:59p
	Chapter 14: Sentencing, Appeals, and Habeas Corpus Chapter 13 Quiz	
<b>Week 8</b> December 8	<b>Final Exam</b>	Wednesday, December 10 @ 11:59p