Introduction:

This Introduction to the Administration of Justice course will provide students with an overview of the three components of the criminal justice system including law enforcement, courts, and corrections. Topics will include the an overview of the criminal justice system, history of law enforcement, professionalism and ethics, the causes of crime, the juvenile justice system, court processes, punishment and rehabilitation, and contemporary issues facing our justice system. This course is ideal for those who intend to pursue a career in the justice system as well as those who are curious about law enforcement, legal processes, and our system of punishment and rehabilitation. It is intended to present the basic information needed by a student to acquire the knowledge and skills expected by the University of California and the California State University systems.

The content of this course is broken up into learning modules. Each module has a reading assignment, writing assignment, and typically an activity such as posting a response to a question on the class discussion board, reviewing and responding to a video clip, or reviewing and responding to an article related to a current event.

Requirements For Success:

In order to complete this course, students must complete and submit the work described in each of the course learning modules. All work must be submitted by 8:00 AM on the date it is due. Late work can be submitted for partial credit up to 7 days past the due date. Late work submitted more than 7 days past the original due date will not be accepted. In order for the discussions to work for all students, all original posts must be completed by 8:00 AM on the date due. Exams must be taken during the time period scheduled. No make up exams are available.

Attendance:

Students are expected to attend class online every week. This means logging in and completing class activities, assignments, or scheduled tests. Students who do not attend class for more than two weeks in a row may be dropped from the class.

Students are ultimately responsible for dropping the class should they wish to no longer participate or to even start the class once registered. The instructor is not obligated to drop students at any point in the course.
Academic Honesty

Students are prohibited from sharing their username and password with anyone. Students shall not allow other students or other not enrolled in the course to access course materials or the Blackboard software.

All students are expected to complete their own work and all written work must be original. Work cited from other sources must be cited properly using quotations marks and references as appropriate. Plagiarism in any form will not be tolerated and will result in no credit for the assignment or removal from the class.

Student Conduct and Non-Discrimination Policy

In accordance with Napa Valley College Board Policies, the Student Code of Conduct, and applicable state and federal laws, discrimination based on gender, race, nationality, ethnicity, religion, sexual orientation, or disability is prohibited in any form.

Students are encouraged to participate fully in class discussions and to engage other students and the instructor in honest productive discussions. All interactions online shall be professional and respectful.

Required Books And Technology:


Students must have reliable access to a computer and the Internet.

Writing Guidelines:

All written work must be typed and submitted to the instructor via Blackboard. For short essay answers (discussion questions): Each essay answer must include at least one citation from the textbook. The citation can be a quote or reference, but must be documented correctly with quotation marks and a page number. For example, "Illegal immigrants lack documents that would enable them to obtain legal residence in the United States" (p. 15). Prepare your work using a word processing program and check spelling and grammar before submitting any work. Copy and paste your work the assignment text box in Blackboard. Do not email your work directly to the instructor.

Term Paper: Term papers shall be typed, double-spaced, 12-pitch, with one-inch margins all around. Use a word processing program and check spelling and grammar before submitting the paper. Submit your paper by uploading it using the link provided in the learning module for the term paper.
Attendance:

This course is presented entirely online. Students are not required to attend any class meetings on campus. Students must complete and submit all assignments by 8:00AM on the date due.

Grading:

Final grades will be based on percentage of points earned for all assignments and the term paper. Grades will be based on the following scale:

90-100% = A  
80-89% = B  
70-79% = C  
60-69% = D  
Below 60% = F

Instructor:

Greg Miraglia is the Dean of Career Technical Education at Napa Valley College. His responsibilities include overseeing the Police Academy and Criminal Justice Training Center. He began his full time law enforcement career in 1981 and has served three different law enforcement agencies. Mr. Miraglia has sworn and civilian experience from the line to administrative level. He is recognized as an expert in hate crimes prevention and education. He has been teaching at Napa Valley College since 1986.

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