



## Walters State Community College Course Syllabus

### Course Information

**Course Number and Name:** CRMJ 1020 Intro to the Legal Process

**Section ID:** 81232.202380

**Semester and Year:** Fall 2023

**Credit Hours:** 3

**Start Date:** August 21, 2023

**End Date:** December 08, 2023

**Course Format:** CON - Conventional Methodology

**Catalog Course Description:** This course reviews basic laws governing the maintenance of a democratic society and how criminal and constitutional laws meet the challenge of American society.

**As Required.**

**Meeting Details:** R; 06:00PM - 09:05PM; PSC 167

**Course Drop Deadline:** October 27, 2023

### Instructor Information

**Name:** Michael Giles

**Role:** Adjunct Faculty

**Office Location:** Varies

**Office Hours:** Student must make an appointment with the instructor.

**Office Phone:** See Instructor

**Email:** Michael.Giles@ws.edu

**Supervisor Name:** Chad Bryant

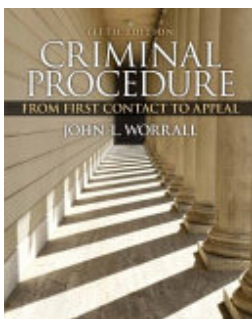
**Supervisor Phone:** 423-585-2677

### Required Textbook(s) and Materials

**Criminal Procedure**

**ISBN:** 9780133494952

**Authors:** John L. Worrall



**Publisher:** Prentice Hall  
**Publication Date:** 2014-01-06  
**Edition:** 13TH EDITION  
**Additional Information**  
(or subsequent editions)

## Student Learning Outcomes/Objectives

- Upon successful completion of this course, the student will be able to demonstrate a comprehensive knowledge surrounding the principles and basic concepts upon which criminal law is founded, identify sources of criminal law and elements of crimes and evaluate the effects that criminal law under the Constitution has upon police powers and the limitations placed upon law enforcement officers activities as a result.

## Instructional Approach and Methods

The instruction will include but is not limited to outside reading, lecture, student led discussion posts, short written assignments, and class participation. Student evaluation will include examinations, quizzes, homework assignments and class participation. Students are expected to read assignments and to come to class prepared to discuss and or take a quiz on the assigned material. Written assignments and quizzes cannot be made up. Exams can only be made up with approval of the instructor and under extraordinary circumstances.

The student's class attendance, quizzes, written assignments, mid-term exam, and final exam grade will be averaged to determine the student's final grade.

## Assessment, Evaluation and Testing Procedures

There will be 13 quizzes, each worth 10 points apiece. These quizzes cover assigned readings and lecture material. There are no make-ups for quizzes other than for approved college activities with an excused absence as outlined in the student handbook. At the instructor's discretion written assignments may at times substitute quizzes. There will be a mid-term and final exam; the exams must be taken at the date and time given. The mid-term and final exam are each worth 100 points apiece.

## Grading Scale

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

## Assignments

There will be two written assignments, each worth 100 points apiece. The topic will be identified in eLearn and grading rubric will be posted. The first assignment will be due the week of the mid-term exam. The second assignment will be due the week of the final exam.

## Class Participation

Attendance is required in order to pass the class, (see the WSCC catalog/student handbook). If a student misses class it is his/her responsibility to see the instructor regarding missed assignments. Excessive absences **will** lower the student's final grade. **Three absences will lower the student's final grade by one letter grade. If a student continues to miss class they may receive a grade of "F" for the course.** The instructor may require written proof of a valid excuse.

## Course and Class Policies/Procedures

The following information is specific as to this course and this instructor.

## Entrance Competencies

The student must possess the knowledge and skills of a high school graduate and the capability to perform on a college level.

## Student Expectation Statement

The student is expected to participate in the course through attendance, by reading the assigned readings, submitting assignments, and completing exams in a timely fashion.

Students are expected to check eLearn on a regular basis.

## Student Learning Outcomes

1. Evaluate the components of the criminal justice system.
2. Interpret the roles of the police, the courts and the correctional system in the criminal justice system.
3. Analyze the issues faced by police officers, the courts, and correctional agencies.
4. Analyze the success and failure of various methods of crime control.

## Netiquette

The word "netiquette" has been coined to apply to writing messages in emails and discussion board postings; the word is made from the words "net" and "etiquette."

**When posting to the Discussion Board, emailing the instructor, or emailing other students, always respect the differences of reaction, opinion, and interpretation of others. You may want them to explain why they think "X," and asking them to explain more is certainly encouraged in the course. Just be sure to think about *how* you express your ideas and *how* you ask others to explain or support theirs.**

## Defining Plagiarism

Plagiarism is representing someone else's ideas or work as your own original ideas or work. Plagiarism encompasses many things, and is by far the most common manifestation of academic fraud. For example, copying a passage straight from a book, a website, or any other source into a paper without using quotation marks *and* explicitly citing the source is plagiarism. Additionally, paraphrasing is plagiarism where you fail to cite your original source and, in some cases, where you fail to use quotation marks as well. It is very important that students properly acknowledge all ideas, work, and even distinctive words or phrases that are not their own.

All of the following are considered plagiarism:

- Turning in someone else's work as your own, including Discussion Posts
- Copying words or ideas from someone else without giving credit
- Failing to put a quotation in quotation marks
- Giving incorrect information about the source of a quotation
- Changing words but copying the sentence structure of a source without giving credit
- Copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not

Additionally, if you download a paper from the Internet and submit it as your own work or if you submit a paper you wrote and submitted in a previous class, you have committed acts of plagiarism.

## Penalties for Plagiarism

Penalties for plagiarism include, but are not limited to, a reduction of grade on an assignment and/or a course as well as such sanctions as loss of student privileges, probation, suspension, and expulsion.

## Guidelines to Academic Honesty

You need to cite the specific source(s) in your work, even if:

- You put all direct quotes in quotation marks.
- You changed words used by the author into synonyms.
- You completely paraphrased the ideas to which you referred.
- Your sentence is mostly made up of your own thoughts, but contains a reference to the author's ideas.
- You mention the author's name in the sentence.

When in doubt, provide the proper citation to show that the ideas and materials are not your own.

## Written Assignments

Papers should be written with clarity and precision. Literary elegance is not required; however, clear, correct grammar is essential.

The papers should be based on your independent readings. Provide appropriate citations for all direct quotations and close paraphrases. Try to limit direct quotations to a small number. Do not submit a paper that is simply a string of quotations from the work of others.

## Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the

college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions).

Plagiarism includes, but is not limited to the following:

- a. Using cut/paste tool from original document with no references given.
  - b. Copying another student's work and submitting it as one's own.
  - c. Forging or otherwise altering signatures.
  - d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
- a. Utilizing old tests, projects, notes or written papers.
  - b. Providing unauthorized information to a fellow student about exam content.
  - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
  - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
  - e. Consulting with a classmate or others when taking a computerized test.
  - f. Disregarding other specific policies and procedures outlined for a particular class.
  - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
  - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

## Student Resources

### TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920

- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](https://www.waltersstate.edu/academics/humanities/writing-lab)  
[ws.edu/academics/humanities/writing-lab](https://www.waltersstate.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](https://www.waltersstate.edu/academics/mathematics/learning-lab)  
[ws.edu/academics/mathematics/learning-lab](https://www.waltersstate.edu/academics/mathematics/learning-lab)

## TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](https://www.waltersstate.edu/helpdesk)  
[helpdesk.ws.edu](https://www.waltersstate.edu/helpdesk)

## STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\)](https://www.waltersstate.edu/student-services/disability/)  
[ws.edu/student-services/disability/](https://www.waltersstate.edu/student-services/disability/)

## SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

## College Policies

### STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\)](#)  
[catalog.ws.edu/](http://catalog.ws.edu/)

[Walters State Timetable of Classes \(opens in new window\)](#)  
[ws.edu/admissions/registration/](http://ws.edu/admissions/registration/)

### PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

### COURSE GROUND RULES

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result



in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.

- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.
- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

## **FINANCIAL AID**

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

## **CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY**

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](#)

[ws.edu/home/](http://ws.edu/home/)

[Walters State Facebook page \(opens in new window\)](#)

<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](#)

<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](https://ws.edu/set/)  
[ws.edu/set/](https://ws.edu/set/)

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

## LEARNING MANAGEMENT SYSTEM

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#)

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#)

## ADDITIONAL REQUIREMENTS

### Additional Course Details

1. Excessive absences (3) can result in a drop of one letter grade.
2. No excessive tardiness. Points will be deducted from your grade.
3. No make-up exams will be given.
4. All assignments are to be typed, double spaced, 14 font. Failure to adhere to this format will result in a numerical grade of 0.
5. You should check E-LEARNING

