SYLLABUS
PROBATION AND PAROLE - JS 302
FALL 2015

Instructor: Angela Wartel
Office: Spalding Hall 306
Class Hours: Blackboard
Telephone: 208-792-2851
Office Hours: Tuesday & Thursday 12:00 pm - 2:00 pm or by appointment
Email: arwartel@lcsc.edu

Preferred Method of Contact

I can be reached via email through the Blackboard Learn platform by clicking the mail link on the left of the course page. Please send emails to this address OR to arwartel@lcsc.edu. I check both regularly. Allow at least 24 hours for a response during the week and 48 hours during the weekend.

Required Text


Course Overview

This course provides an overview of community based corrections, focusing primarily on the probation and parole process. Topics addressed include the historical and theoretical foundations of probation and parole, pre-sentence investigations, sentencing, and managing/reducing risk in the community.

Course Objectives

• Identify and describe historical reforms of the probation and parole process.
• Identify and describe current trends, practices, challenges, and research in probation and parole.
• Gain a familiarity of the wide variety of community based sanctions and measures that constitute community corrections.
• Differentiate between probation and parole and the challenges/stereotypes associated with each.
• Identify and describe the challenges facing the offender, the criminal justice system, and the community when an offender is sentenced to community-based corrections.
• Develop critical thinking skills through class forum discussions.
• Critically evaluate current qualitative and quantitative research pertaining to community corrections
• Identify and utilize specific treatment strategies with offenders on community supervision.

Course Requirements:

Participation and Work Load

Online courses are not self-paced or directed studies. They require active participation. Your active participation is a necessary and integral part of the course. It is important that you complete the readings and required works to be successful in this course. I urge you to set aside several hours each week to complete these course requirements. Due dates are not suggested dates for assignments. Your participation in discussion forums is crucial to your course grade. These forums will apply some
of the basic concepts and ideas from the weekly lesson. Please plan your work accordingly. Do not wait until the last minute to complete your course work. It creates unnecessary stress and can impact the quality of your work. If you know that you will miss a week, work ahead!

The LCSC Policy and Procedures Manual indicates that for each one-hour time period spent directly within the class, students should be expected to study at least two hours outside of class. This translates into about six hours of studying per week, outside of direct coursework.

Syllabus Quiz (1 @ 20 points)

The syllabus quiz is a short quiz that must be completed by all students entering the course. This quiz will cover basic information from the syllabus. There is no time limit for the quiz and it can be retaken one time.

Introduction Post (1 @10 points)

As a method of meeting your classmates, please write a paragraph or two introducing yourself to the discussion forum. Some ideas of things to include --your year in college, major, hobbies, future goals, hometown, family, pets, jobs, or anything else you are comfortable sharing. You can upload a picture if you wish, but it is not required. You are not required to reply to others in this thread, but are encouraged to do so.

Optional information to add to your post- What about this course interests you? What would you like to learn? If you feel comfortable, conclude your introductory post with your thoughts, feelings or experiences with community corrections.

Discussion Posts (12 @ 20 points each)

There will be twelve discussion forums covering the assigned course readings. You are required to submit one original detailed post at least two days (by Wednesday night) before the due date (Friday nights). You are also required to post a total of two responses to others before the discussion due date. Your discussion posts should be written in proper English. Avoid “text-speak.” Ten points (of the overall 20) will be allotted for your responses.

Discussion Guidelines

• Thoroughly answer all of the discussion questions presented in ONE forum posting. Please do not start a new thread for each question presented.
• Do not assume that others have the same knowledge or experiences that you do. Provide a brief context to your postings.
• DO NOT ATTACH documents to the discussion forum. Attachments will not be graded.
• We are here to learn and have a comfortable course environment. Discussions must be supported by credible facts and figures. All posts are expected to be respectful and friendly.
• If you express an opinion, support it with materials from the course. Do not base your answers solely on outside material. Support claims and cite all sources correctly (in MLA or APA).

Original Weekly Post Grading will be based on:
• The level of knowledge and understanding demonstrated towards the weekly readings and discussion prompts.
• Students should leave no doubt that they have read the assigned readings and viewed all weekly course material. Cite the weekly readings in your original post.
• Posting should be thoughtful and analyze the content and questions asked.
• Answers should be organized. Students should answer the material in their own words, adding their own ideas and thoughts. When citing sources, the correct format must be used (MLA or APA), both in-text and out.
• Evidence of college-level thinking that displays critical thinking and analytical ability.
• Original posts cannot be a copy of the thoughts or ideas of other students. This is academic dishonesty and will result in an “F.”

Discussion Response Grading

• Responses should be respectful, tactful and polite. Rude postings (those that attack or are aggressive to another) are unacceptable and will result in an “F” for that week and possibly the course.
• Responses should demonstrate knowledge and understanding of the weekly readings.
• Put some thought and time into your postings. Be sure to provide supporting statements with examples, experiences, or with references.
• Responses should not be rudimentary and superficial, or lacking analysis.
• Responses must help to continue the conversation by asking a relevant question, bringing in new information or relating the post to another phenomena.
• Only posts that demonstrate excellence in continuing the conversation and providing detail will be given full credit. One or two sentence replies are not acceptable and will not be considered for grading.

You are not required to post a response to every student, but you should take the time to read all the postings from classmates. Check the discussions often! The free exchange of ideas (within the assignment confines) will help you to get more out of the course.

Weekly discussions close at 11:59 PM on the due date indicated in the schedule. A detailed grading rubric can be located in the “Getting Started” course module. Discussion grades will be available in the “Course Grade” section within one week of the due date.

Exams (4 @ 100 points each)

Four exams will be completed in this course. You will not have a time limit on your exam, but it must be submitted by the due date. You have two opportunities to complete each exam. If you take it twice, the score from attempt one and attempt two will be averaged together. For example, on attempt one you receive an 80% and on attempt two you receive a 100%. Your final test score will be a 90%.

The exams may consist of true/false, multiple-choice questions, and matching terms. You must complete your test before the due date or it will be auto-submitted and you will receive a grade based on the number of questions answered. Do not put off the test until the last minute.
Please note- working with another student or individual on your exam constitutes cheating and if discovered, both individuals will receive an F in the course and be referred to the appropriate LCSC authorities for further action.

Tests will grade instantly once submitted. After the due date, test answers will become available for your reference.

Course Grading Breakdown

<table>
<thead>
<tr>
<th>Activity</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Syllabus Quiz</td>
<td>20 points</td>
</tr>
<tr>
<td>Introduction Post</td>
<td>10 points</td>
</tr>
<tr>
<td>Discussions (12 @ 20 points)</td>
<td>240 points</td>
</tr>
<tr>
<td>Exams (4 @ 100 points)</td>
<td>400 points</td>
</tr>
<tr>
<td><strong>Total Points Possible</strong></td>
<td><strong>670 points</strong></td>
</tr>
</tbody>
</table>

Overall Point Breakdown

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A (93-100)</td>
<td>623-670</td>
</tr>
<tr>
<td>A- (90-92)</td>
<td>603-622</td>
</tr>
<tr>
<td>B+ (87-89)</td>
<td>582-602</td>
</tr>
<tr>
<td>B (83-86)</td>
<td>556-581</td>
</tr>
<tr>
<td>B- (80-82)</td>
<td>536-555</td>
</tr>
<tr>
<td>C+ (77-79)</td>
<td>515-535</td>
</tr>
<tr>
<td>C (73-76)</td>
<td>489-514</td>
</tr>
<tr>
<td>C- (70-72)</td>
<td>469-488</td>
</tr>
<tr>
<td>D+ (67-69)</td>
<td>448-468</td>
</tr>
<tr>
<td>D (60-66)</td>
<td>402-447</td>
</tr>
<tr>
<td>F (59 and below)</td>
<td>401 and below</td>
</tr>
</tbody>
</table>

I do not generally “round up” grades. Every point counts!

Late Work and Incompletes

Late original posts will receive a letter grade deduction up to five days including weekends. It is important that original posts are posted by the due date so others can read and respond to them. Discussion replies, assignments, and quizzes can be submitted late at a penalty of a letter grade per day. After five days (including weekends and holidays), assignments will receive no more than 50% of the original point value.

There is no penalty for working ahead in the course. If you do so, make sure that you remember to post your two discussion replies to others by the assigned due date.

Students are expected to complete all work in a timely fashion. Incompletes are granted at the discretion of the instructor after at least 80% of all course work is successfully (D+ or higher) completed. Incompletes are reserved only for documented catastrophic or extenuating circumstances. The instructor reserves the right to set the course completion deadline, which may be at any time prior
to the end of the following semester. Incompletes revert to an F if the work is not completed by the expiration deadline.

Course Etiquette
The college experience brings together students from diverse backgrounds. In order to get the most out of the course, please be respectful to others. Oftentimes in the discussion forum section we will be discussing controversial topics. If a classmate does not agree with your point of view, remember that it does not make them a bad person. Listen to their argument and consider their points. This is a crucial part of the critical thinking process that is important to the college experience.

Please keep in mind you are responsible for your success in this course!! You earn your grade through your work and effort in this course. If at any time you feel overwhelmed or are having difficulties on the material covered in the class, please do not hesitate to email me. I want to help you succeed in this course.

Keep up to date on the LCSC Social Sciences Division at [https://www.facebook.com/LCSCSocScienceDiv](https://www.facebook.com/LCSCSocScienceDiv) and the LCSC Justice Studies Club at [https://www.facebook.com/LCSCJSClub](https://www.facebook.com/LCSCJSClub)

Course Information and Resources

Blackboard’s Accessibility webpage: [http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx](http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx)

Technical Support:

**For help with Blackboard:**
- Blackboard helpdesk phone: 208-792-2635
- Blackboard helpdesk email: blackboard@lcsc.edu
- Helpdesk hours: M-F from 8am-5pm, PST
- Distance Learning website: [http://www.lcsc.edu/e-learning/](http://www.lcsc.edu/e-learning/)

**For help with LCMail and WarriorWeb:**
- IT Helpdesk phone: 208-792-2231
- IT Helpdesk email: helpdesk@lcsc.edu
- IT Helpdesk hours: M-F from 8am-12pm and 1pm-5pm

Technology Requirements for E- Learning students: [http://www.lcsc.edu/e-learning/computerrequirements/](http://www.lcsc.edu/e-learning/computerrequirements/)

Academic Support Services:

TRIO Academic Services webpage: [http://www.lcsc.edu/trio/current-trio-students/trio-services/](http://www.lcsc.edu/trio/current-trio-students/trio-services/)

Research and Writing:

- LCSC writing lab webpage: [http://www.lcsc.edu/writing-center/](http://www.lcsc.edu/writing-center/)
CONSUMER INFORMATION

In 2008, the federal government required all post-secondary institutions offering federal financial aid programs to provide key data to both prospective and current students. To comply with this requirement, Lewis-Clark State College has developed a consumer information page.

DISABILITY ACCOMMODATIONS

Students requiring special accommodations or course adaptations due to a disability and/or a health-related issue should consult their course instructors and the LCSC Student Counseling Center immediately (RCH 111, 792-2211). Official documentation may be required in order to provide an accommodation and/or adaptation.

STUDENT RIGHTS AND RESPONSIBILITIES

Students have the responsibility for knowing their program requirements, course requirements, and other information associated with their enrollment at LCSC. Students should review the LCSC General Catalog and the LCSC Student Handbook for more information.

ACCIDENTS/STUDENT INSURANCE

Students participating in LCSC classes normally must look to their personal health insurance policy (Student Health Insurance Plan or comparable private coverage) should an accident occur. In the event of an accident, please seek medical help, if necessary, and report the incident to LCSC Security (792-2226). Fieldtrips or other special student activities may also require students to submit a signed participation waiver (forms can be obtained from the supporting Division Office).
ENROLLMENT VERIFICATION/ATTENDANCE

Students who are not actively pursuing their classes may have to repay part or all of their financial aid awards depending upon the circumstances.

ACADEMIC DISHONESTY

Academic dishonesty, which includes cheating and plagiarism, is not tolerated at LCSC. Individual faculty members may impose their own policies and sanctions regarding academic dishonesty after offering the student an opportunity to explain his or her actions. Sanctions imposed by the faculty member are limited to grades on the assignment(s) in question and/or on the course grade. On matters of academic dishonesty, faculty members do not have the authority to dismiss a student from class indefinitely nor to disenroll a student from a program without corroboration from a Division Chair (or program ethics committee where applicable), the appropriate instructional dean, and the Vice President for Student Affairs. Students who are accused of being academically dishonest may be referred to the VP for Student Affairs for official disciplinary action.

ILLEGAL FILE SHARING

Students using LCSC’s computers and/or computer network must comply with the college’s appropriate use policies and are prohibited from illegally downloading or sharing data files of any kind. Specific information about the college’s technology policies and its protocols for combating illegal file sharing may be found on the VP for Student Affairs’ Code of Conduct web page.

DIVERSITY VISION STATEMENT

Regardless of race, color, age, sex, religion, national origin, disability, veteran status, or sexual orientation, you will be treated and respected as a human being.

DISCLOSURES

During this course, if you elect to discuss information with me which you consider to be sensitive or personal in nature and not to be shared with others, please state this clearly. Your confidentiality in these circumstances will be respected unless upholding that confidentiality could reasonably put you, other students, other members of the campus community, or me in danger. In those cases or when I am bound by law to report what you have told me, such as incidents involving sexual assault or other violent acts, I will submit a report to appropriate campus authorities.

STUDENT FEEDBACK

Students shall be provided the opportunity to formally evaluate each course in which they are enrolled. Notification of student feedback opportunity and timelines will be made through the official
LCSC student email (currently LCMail) or online course learning management (currently Blackboard Learn) systems.

Approved by VP for Student Affairs & Provost 5/12/2015