

JS/SOC 480-60 Victimology Syllabus

Fall 2022

Professor: Heidee McMillin, PhD

Email: hemcmillin@lcsc.edu

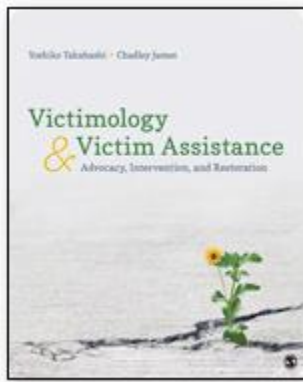
Office: Harbor Center, Coeur d'Alene

Virtual Office Hours: [W 4:00 – 6:00 pm](#) or by appointment

Course Description: This course involves the study of crime victims. We will examine the physical, emotional, and financial harm people suffer at the hands of offenders, as well as the history, theories, research, legislation, and policy implications related to the social construction of a crime victim. Services and solutions for victims of crime will also be discussed.

Required Reading:

- Takahashi, Y and James, C. (2018). *Victimology and Victim Assistance*. Thousand Oaks, CA. Sage Publications.



Paperback ISBN: 9781506359557

Electronic Version ISBN: 9781544350738

- Additional readings as determined by the instructor.

Course Learning Outcomes - Upon completion of the course, the student will be able to:

1. Compare theories of victimization
2. Identify trauma in victims
3. Describe victim assistance resources from the criminal justice system
4. Explain the victim impact of family violence, sexual assault, and cybercrime
5. Identify barriers to victim services
6. Recognize best practices in victim assistance

| Course Requirements | |
|--|------------|
| 1. Weekly Assignments (10 points each) | 120 |
| 2. Weekly Discussions | 80 |
| 3. 1 st Exam | 100 |
| 4. 2 nd Exam | 100 |
| 5. Academic Article Review | 15 |
| Total Possible Points | 415 |

JS/SOC 480-60 Victimology Syllabus

Fall 2022

Course Format: This is an **online course**. All exams and course materials are posted on [Canvas](#)¹. Since this course is cross-listed, the “parent” course where all the content is posted is JS 480-60. If you signed up for the SOC 480-60 section, the course will show up on your transcript as such.

Technology: Minimum required technology skills include the ability to:

1. Send and receive email via your lmail.lcsc.edu
2. Navigate the [Canvas online learning system](#)
3. Use a word processing software like Microsoft Word
4. Save files as docx, doc or rtf and upload to Canvas

LC State has established the following technology recommendations for students taking online courses.

- **Internet Connection** - Consistent, reliable access to a high-speed internet connection is required to successfully participate in remote and online instruction.
- **Hardware**
 - Webcam with microphone is strongly recommended
 - Speakers/headphones/earbuds for listening to audio or video
- **Operating System Minimum Requirements**
 - **Windows:** Windows 10; 800-MHz or faster 32-bit (x86) or 64-bit (x64) processor; 2 GB of RAM
 - **Mac (Apple):** Mac OS X 10.8; Intel Core™ Duo 1.83GHz or faster processor; 2 GB of RAM

Important Note

Accessing online courses from a tablet or other mobile device is NOT sufficient to perform certain Canvas functions. CHROMEBOOKS ARE NOT ADEQUATE AS YOUR MAIN COMPUTER AT LC STATE. **Certain Canvas features and some software programs used by campus departments will not run on the Chromebook operating system** (ex. Microsoft Office Suite, Respondus LockDown Browser & Monitor).

Course Communication: The best way to contact me is through email hemcmillin@lcsc.edu. I generally respond to emails within 24 hours (48 hours for weekends). Please do not email me the night before, or the day of an assignment being due with a time-sensitive question on that assignment. Plan ahead to allow both of us time to do our best work together.

Please do not leave comments with your Canvas assignments. Email me directly with any communication.

¹ It is the responsibility of the student to learn how to use Canvas. All LC State students are enrolled in “Passport to Canvas,” which is a self-paced training on how to use Canvas. **Passport to Canvas** consists of nine modules that guide students through everything they need to know about using Canvas as a student. Students should see “Passport to Canvas” on their Dashboard when they [sign into Canvas](#).

JS/SOC 480-60 Victimology Syllabus

Fall 2022

Weekly Assignments: You will have an assignment due every week in this course.

Assignments can be found in the weekly modules in Canvas. The due dates for assignments are **NOT** “estimates” or “suggested” due dates. **Assignments and discussion posts are due Tuesdays BEFORE midnight Pacific Standard Time. Late assignments are not accepted.** Please organize your time accordingly. Employers like employees who can meet deadlines. Let’s get you ready for a career ☺.

One of the best ways to avoid late assignments is not waiting until the last minute to submit them. Technical issues do come up from time to time. You need to allow for these real-world circumstances and prepare accordingly.

You will be graded on your ability to relate the weekly assignment to class materials, and to provide some thoughtful insight into your work. In order to receive full credit for work in this class, **ALL of your work must:**

1. Include your name, the course name or number, assignment name & date on the **upper left corner of all your work**
 2. Be submitted electronically to Canvas, in either **.doc** or **.rtf** format. When you save your file, be sure to include your last name, course number, and assignment number **in your filename:** (e.g., **YourLastName JS 480 Assn 2** not “assignment 1” nor “victimology 1”)
 3. Be typewritten (12 pt), double-spaced, with one-inch margins
 4. Include page numbers in either the headers or footers of your assignments
 5. Be turned in by the due date
 6. **Cited appropriately in APA format**
 - a. Provide page numbers from textbook or pdf (e.g., p. 211) or sub-headers and chapter number (e.g. “Responses to Trauma”, Ch. 4) or paragraph #s from e-text/online documents) (e.g., para. 4)
 - b. **Specific website addresses you used for your answers.**
- See the “**Course Resources**” link in [Canvas](#) for formatting examples.
- Copying and pasting text from another source is plagiarism and will result in a “0” on your assignment. Correctly citing text that you have simply pasted from another source will also result in a “0”. DO YOUR OWN WORK (i.e., paraphrase).**
7. Demonstrate an understanding of the material covered in class (NOT what the Internet has to say on the topic. **Web searches cannot be used as a substitute for your understanding of class materials.**)
 8. Include an element of critical thinking (**no** regurgitating from lectures or textbook) - take what you’ve learned and draw some conclusions about it.
 9. **Be proofread and spellchecked** (i.e., free of typographical and grammatical errors)
 10. Be written in third person (**professional voice**), **like a reporter** (e.g., “The study indicates . . .”). Avoid using “I” statements (e.g., “I think”, “I believe”, “In my opinion”, etc.).
 11. Not use “lingo” in academic papers (e.g., “~~each and every~~” “rehab”)

Your reference page should be in APA format. See the “**Course Resources**” link in [Canvas](#) for formatting examples of your Reference page.

Papers that do not include the above criteria will earn a “0” grade and be returned to the student, unexamined. This could negatively affect your grade if timelines are not met.

JS/SOC 480-60 Victimology Syllabus

Fall 2022

Sometimes students are under the impression that class assignments are asking what they already know about a topic. This is not the purpose of higher education. **Class assignments are developed to gauge what you are learning, not what you already know.** While you may have a really good answer to an assigned question based on your personal knowledge and experience, the purpose of course assignments are to assess your ability to learn material presented in the course, and assimilate this new information into useful skills in your chosen profession. Please bear this in mind when doing your assignments.

The best way to prepare a top-notch paper is to:

- Carefully read and re-read the material.
- Highlight text and/or write down highlights that will help you remember the main points of the section you are reading.
- Write a rough draft of your answer.
- After you've had time away from your rough draft, **re-read it, even out loud** to see if it "sounds" right
- Use spell check and grammar check in Word AND on your own to correct any errors.**
- Submit your final draft (NOT your rough draft) of your assignment.

Assignments and discussion posts are due Tuesdays BEFORE midnight Pacific Standard Time.

Please remember that **late assignments are not accepted.** Be sure to submit your assignments, following **all** of the steps outlined on pages 2 and 3 of this syllabus and/or the Student Assignment Requirements Checklist.

| COURSE OUTLINE | |
|--|---|
| 8/22 | Semester begins |
| 8/25 | ENTRY/ATTENDANCE TASKS DUE. For attendance to be posted for financial aid purposes, complete the following items: 1) Introduction post 2) Syllabus Quiz - You must take it as many times as you need to, to get 100%. It is all or nothing. Any score less than 100% will earn a "0". These items will close Thursday, September 1 st at noon, so be sure to get them done before then. Students completing both entry tasks before Thursday, August 25th at noon will have their attendance posted in the first week of class for financial aid purposes. |
| Part I – Foundations of Victimology | |
| 8/30 | Ch. 1 – Historical Perspectives of Victimology and Victim Assistance |
| 9/6 | Ch. 2 – Theories of Victimization & Ch. 3 – Nature and Extent of Victimization Ch. 1 assignment due |
| 9/13 | Ch. 4 – Trauma and Recovery of Victims Ch. 2 & 3 assignment and discussion due |
| Part II – Understanding the Criminal Justice System and Victim Assistance | |
| 9/20 | Ch. 5 – The Investigative Process and Victim Assistance Ch. 4 discussion due |
| 9/27 | Ch. 6 – The Court Process and Victim Assistance Ch. 5 assignment and discussion due |

JS/SOC 480-60 Victimology Syllabus

Fall 2022

| COURSE OUTLINE | |
|--|---|
| 10/4 | Ch. 7 – Corrections, Prison Violence, and Victim Assistance Ch. 6 assignment and discussion due |
| 10/11 | Ch. 8 – Juvenile Justice System, Restorative Justice and Victim Assistance Ch. 7 assignment and discussion due Exam 1 Available |
| 10/18 | • Exam 1 due |
| Part III – Impact of Crime on Victims | |
| 10/25 | Ch. 9 – Victim Assistance for Family Violence: Child and Elder Abuse • Scholarly Article Review Due |
| 11/1 | Ch. 10 – Victim Assistance for Intimate Partner Violence & Ch. 11 – Victim Assistance for Sexual Victimization Ch. 9 assignment due |
| 11/8 | Ch. 12 – Victim Assistance for Cybercrime Ch. 10 & 11 discussion due |
| Part IV – New Directions in Victim Assistance | |
| 11/15 | Ch. 13 – Professionalism and Ethics in Victim Assistance Ch. 12 assignment due |
| 11/22 | THANKSGIVING BREAK no assignment due this week 😊 |
| 11/29 | Ch. 14 – Collaborative Responses to Victims & Ch. 15 – Challenges in Victim Services Exam 2 Available |
| 12/6 | Exam 2 due |
| 12/13 | Final Exam Week – No final in this class, you're done! |

Professional Writing Standards. This is a **writing-intensive class**. All work submitted should be prepared at a college standard of professional editing in accordance with the Publication Manual of the American Psychological Association (7th ed.).

Allow sufficient preparation time for proofreading and correction of typographical errors, misspellings, and grammatical errors. See the “**Course Resources**” link in the “**Welcome: Begin Here!**” module in [Canvas](#) for writing guidance and examples.

JS/SOC 480-60 Victimology Syllabus

Fall 2022

Also see "[Reference List: Author/Authors](#)" for formatting examples of your Reference page and "[In-text Citations](#)" instruction on Purdue OWL website for APA guidelines and examples.

The reason for this expectation is that professionals are often judged based upon the quality of their written work. Carelessness in spelling and editing suggests that there will also be mistakes in the substance of the work. Therefore, written work which has misspellings and other editing problems will be graded down on this basis alone.

Your graded assignments will be returned to you as an attachment via Canvas. Your graded assignments will contain instructor feedback that includes areas where you were strong, and guidance on where to improve. **It is expected that students incorporate corrective feedback into future assignments.** If suggested improvements are not made in future assignments, more points will be lost on each subsequent assignment.

If you are able to make the necessary improvements from instructor feedback, you will not need to enlist the help of the LC Writing Center. If you continue to make the same writing errors or if writing is not your thing, and most of my time is spent wading through poorly written information to find nuggets of relevant material, you will need to work with the [LC Writing Center](#) before submitting your work for grading.

The [LCSC Writing Center](#) is located on the first floor of the library. Their email address is writingcenter@lcmail.lcsc.edu, their phone number is 792-2433. **Coeur d'Alene Students** can access the main campus writing center, or contact the writing tutor at the [Coeur d'Alene Center](#) cdawritingcenter@lcmail.lcsc.edu.

They generally require a **48-hour turn-around** for reviewing your work and returning it to you, so this will take some planning and preparation on your part in order for you to stay on top of your work and meet assignment deadlines.

It is important that students take responsibility for their learning and use graded assignments as tools for improvement. I am always happy to discuss ways for you to produce your best work possible outside of class as well.

We cover a lot of material in this class – **PLEASE ASK QUESTIONS.** I do not mind clarifying information, and quite likely, others are wondering the same thing. I *want* you to understand the material. Don't flounder out there alone becoming more and more frustrated. Ask me so we can get you back to full production☺.

Student Decorum

The best learning occurs in an environment of respect. Please remember that this is a professional program and in addition to class content, you are expected to learn and exhibit professional behavior towards one another. This includes respectfully receiving feedback from instructors, administrators, supervisors, etc.

Students may not always understand, or agree with the instructor's evaluation of their work. If you would like to approach me with a genuine interest in how you can improve your work, I am happy to spend as much time as you need helping you do that. Conversely, please understand that ill-mannered

JS/SOC 480-60 Victimology Syllabus

Fall 2022

confrontations (either in person, over the phone, through e-mails, etc.) will **not** be tolerated or responded to by this instructor. You will find similar responses by employers and co-workers when you become part of the professional workforce, so it is best to develop your professional persona now. College is a particularly stressful, albeit rewarding event in your life. Should you need assistance with managing your stress, you can [contact an LC Counselor](#).

Further, the issues discussed in this class may give rise to personal discomfort or distress. *Please let me know if you have any concerns.* As noted above, LC provides confidential, no cost counseling services to students.

- Students can contact [LC-State Student Counseling Center](#) at **(208) 792-2211** during business hours to schedule an appointment with a counselor.
- **Lewiston students** can also contact the YWCA **24-hour crisis line** at **(208) 746-9655** or **1-800-669-3176**.
- **Coeur d'Alene students** can also contact the Safe Passage **24-hour crisis line** at **(208) 664-9303**.

Code of Conduct

From the [LCSC Student Handbook, Code of Conduct regarding Academic Dishonesty](#)

Cheating or plagiarism in any form is unacceptable. The College functions to promote the cognitive and psychosocial development of all students. Therefore, all work submitted by a student must represent his/her own ideas, concepts and current understanding. Academic Dishonesty includes:

- a) Cheating**—intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise. The term "academic exercise" includes all forms of work submitted for credit hours.
- b) Fabrication**—intentional and/or unauthorized falsification or invention of any information or the source of any information in an academic exercise.
- c) Collusion facilitating academic dishonesty**—intentionally or knowingly helping or attempting to help another to commit an act of Academic Dishonesty.
- d) Plagiarism**—the deliberate adoption or reproduction of ideas or words or statement of another person as one's own without acknowledgment.

Any form of academic dishonesty can result in an F on the assignment, an F in the class, academic suspension, and/or academic dismissal. **Do your own work.**

LCSC Student E-Mail Account

According to college policy, your LC student e-mail account is the only e-mail we can use to communicate with you. We send you important information in e-mails that must be viewed in a timely manner. **Please check your e-mail regularly!** Another simple option is putting a forward on your LCMail to an account that you check more regularly. To do this:

1. Get logged into your LCMail account
2. Go into your inbox
3. Click on "mail settings" (upper right hand corner by your email address)
4. Click on "Forwarding and POP/IMAP"

JS/SOC 480-60 Victimology Syllabus

Fall 2022

5. Click on "Forward A Copy of Incoming Mail to:"
6. Insert your other e-mail address into the blank field
 - A code will be emailed to this account
 - Copy and paste the code into the box
7. Select "Keep LCSC Mails Copy in the Inbox" (if you choose)
8. Scroll to bottom and Save Changes

IT Issues (WarriorWeb, LC email account) email helpdesk@lcsc.edu or call **1-888-527-2445**.

For issues with Canvas you can call the LC Canvas Help Center at **1-855-671-6899** or visit the [E-Learning Student Resources website](#).

If you have any problems accessing the Canvas website, please immediately notify the Canvas Support Hotline at **1-866-691-2781** or start a [live chat with Canvas Support](#).

Accessibility Services

In compliance with the Americans with Disabilities Act of 1990 and Section 504/508 of the Rehabilitation Act of 1973, Lewis-Clark State College provides services and accommodations to students who experience barriers in the educational setting due to learning, emotional/psychiatric, physical, visual, or hearing disabilities. For more information, please contact [Accessibility Services](#). Their email is accessibilityservices@lcsc.edu, **phone: 208-792-2677**. Please also let your instructor know of any special needs you may have to achieve a successful learning environment.