### CRJS 15-16 #14

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<td><strong>1.1 Summary</strong></td>
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**Course Modification**

| 1.2 | CRJS 4103 Criminal Justice Diversity (3 credits); to Criminal Justice Diversity and Ethics; description and prerequisite change |

| 1.13 | Signatures |
BSU Curriculum Forms

Form 1

Curriculum Modification Summary

College: Health Science and Human Ecology
Department: Criminal Justice
Proposer: Janet A. Heuer, J.D.
Proposer’s position: Assistant Professor

This course continues to examine the dynamics of class, race and gender as they intersect with the social realities of crime and justice in the U.S. today, however, its modification includes facts and theoretical foundation presented so that students can formulate their own informed decisions about discrimination and ethics in the criminal justice system. Students will identify, apply, analyze and validate core ethical principles and the potential consequences related to ethical decision-making.

This course modification includes the new Peace Officer Standards and Training (POST) learning objectives of which supports our POST accreditation by the Minnesota POST Board.

This course modification also supports the department’s greater goal in reducing the size of the major of which is currently in the planning phase.

Modifications proposed (specify number of each):

- [X] Course Modification(s) (form 2)
- ___New Course(s) (form 3)
- ___Course Drop(s) (form 4)
- ___Program Modification(s) (form 5)
- ___New Program(s) (form 6)
- ___Program Drop(s) (form 7)

The modifications affect (check):
- ___Liberal Education
- [X] Undergraduate Curriculum
- ___Graduate Curriculum
- ___Teacher Licensure Program(s)
BSU Curriculum Forms

Form 2

Course Modification Form

Current Course Number(s):
   Undergraduate: 4103
   Graduate: N/A
Proposed Course Number(s), if different:
   Undergraduate:
   Graduate:

Current Course Title:
Criminal Justice Diversity

Proposed Course Title, if different:
Criminal Justice Diversity and Ethics

Current Course Description:
A course in applied human relations that examines the dynamics of class, race and gender as they intersect with the social realities of crime and justice in the U.S. today. How class, race, and gender operate both separately and in combination to influence the criminal justice system. Includes a summary of reforms and policies to reduce bias in crime control and criminal reduction currently under consideration. Prepares students for conducting and managing criminal justice in a pluralistic society. The facts and theoretical foundation are presented so that students can make their own informed decisions about discrimination in the criminal justice system.

Proposed Course Description, if different:
A course in applied human relations and ethics that examines the dynamics of class, race, gender and ethics as they intersect with the social realities of crime and justice in the U.S. today. How diverse populations and ethics operate both separately and in combination to influence the criminal justice system. The facts and theoretical foundations are presented so that students can formulate their own informed decisions about discrimination and ethics in the criminal justice system. Students will identify, apply, analyze and validate the core ethical principles and the potential consequences related to ethical decision-making. This course includes Minnesota Peace Officers Standards and Training (POST) learning objectives.

Current Credits:
Three (3)

Proposed Credits, if different:
N/A
Current Prerequisite(s):
None

Proposed Prerequisite(s), if different:
Junior status or consent of Instructor

1) Reason(s) for change(s):
The department is decreasing the size of the major to 60 credits.

2) May this modified course replace the current course for students remaining in the old curriculum?
   Yes X  No _____
   If not, please drop the current course and submit a new course form for the modification.

3) Do these modifications change any of the following? **For all Yes answers, please provide updated information on the next page.**
   Student Learning Outcomes       Yes X  No _____
   Major Content Areas             Yes _____ No X __
   Projected Maximum Class Size (Cap) Yes _____ No X __

4) Current Course fee(s) per student: $ Zero (0)
   for: N/A

   Proposed Course fee(s) per student, if different: $ Zero (0)
   for: N/A

5) Service Areas:

   This course is a requirement or an elective in the programs/areas listed below. To locate where this course appears please search the online catalog, as follows:
   a) go to [http://www.bemidjistate.edu/academics/catalog/](http://www.bemidjistate.edu/academics/catalog/) and choose the most recent catalog(s),
   b) click on “Areas of Study, and Course Descriptions,”
   c) click on “PDF of Entire Catalog” in upper right,
   d) press Ctrl F, and enter the prefix and number of the course(s) from this form.

   Non-licensure programs: N/A

   Teacher Licensure programs: N/A

   Liberal Education: N/A

   The above “service area” programs/departments were notified of this modification on ________ (date) by ________N/A__________ (mail, email, or phone).
Please check one of the items below: N/A

______ No comments were received from other programs or departments within one week of the notification.

______ Comments were received within one week of the notification, and are attached.

Learning Outcomes:

Students should be able to:

- Demonstrate competency in the assessment and application of ethical principles related to the professions within criminal justice.
- Demonstrate effective interpersonal communication skills with diverse populations.
- Discuss and synthesize relevant Minnesota statutes and Standards of Conduct for peace officers and professionals within the criminal justice system.
- Demonstrate competency in the areas of cultural diversity and professional ethics.
- Compose documents that demonstrate competent writing skills.
- Identify and assess ethical issues in a variety of law enforcement related situations and apply ethical reasoning to decision making processes.
- Identify and assess strategies for responding to unethical or illegal actions.
- Discuss the value of diversity, cultural differences and varied perspectives, and how it promotes community unity, facilitates information gathering, and promotes a safe working environment for criminal justice professionals.
Bemidji State University

COURSE NAME: Criminal Justice Diversity and Ethics

A. COURSE DESCRIPTION
Credits: 3
Lecture Hours/Week: *.*
Lab Hours/Week: None
OJT Hours/Week: None

Prerequisites: Junior status or consent of Instructor.
Corequisites: None

MnTC Goals: None

A course in applied human relations and ethics that examines the dynamics of class, race, gender and ethics as they intersect with the social realities of crime and justice in the U.S. today. How diverse populations and ethics operate both separately and in combination to influence the criminal justice system. The facts and theoretical foundations are presented so that students can formulate their own informed decisions about discrimination and ethics in the criminal justice system. Students will identify, apply, analyze and validate the core ethical principles and the potential consequences related to ethical decision-making. This course includes Minnesota Peace Officers Standards and Training (POST) learning objectives.

B. COURSE EFFECTIVE DATES: 10/01/2015

C. OUTLINE OF MAJOR CONTENT AREAS
1. Principles of morality and ethics
2. Discretion and ethical dilemmas
3. Cultural diversity
4. Principles of social/economic privilege
5. U.S. and Minnesota laws and criminal justice best practices

D. LEARNING OUTCOMES (General)
- Demonstrate competency in the assessment and application of ethical principles related to the professions within criminal justice.
- Demonstrate effective interpersonal communication skills with diverse populations.
- Discuss and synthesize relevant Minnesota statutes and Standards of Conduct for peace officers and professionals within the criminal justice system.
- Demonstrate competency in the areas of cultural diversity and professional ethics.
- Compose documents that demonstrate competent writing skills.
- Identify and assess ethical issues in a variety of law enforcement related situations and apply ethical reasoning to decision making processes.
• Identify and assess strategies for responding to unethical or illegal actions.
• Discuss the value of diversity, cultural differences and varied perspectives, and how it promotes community unity, facilitates information gathering, and promotes a safe working environment for criminal justice professionals.

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

F. LEARNER OUTCOMES ASSESSMENT
Assessments of learning outcomes will be developed to include multiple learning students. Written and oral components will be included in assessing learner outcomes.
• Quizzes and exams. Format: Multiple choice, short answer based upon scenario or problem sets.
• Participation in class discussions and applied in class activities.
• Perform research and write a paper addressing specific diversity and ethical issues.

G. SPECIAL INFORMATION
This course will satisfy the POST Board licensure learning objectives in:
• Category One/Core Competencies (Communication; Ethical Reasoning; Critical Thinking, Logical Reasoning and Problem Solving; Decision Making and Discretion; Philosophy of Effective Citizenship and Community Service; Recognizing and Valuing Diversity and Cultural Differences; Professionalism, Teamwork and Leadership).
• Category Two/Foundational Knowledge (Legal Studies; Legal Foundation for Peace Officer Use of Force; Peace Officer Rights and Liabilities; Racially Based Profiling and Bias Motivated Crime; The Americans with Disabilities Act and Special Communications Situations; Conflict Management and Mediation).
• Category Three/Performance of Peace Officer Duties and Tasks (Peace Officer Testimony).
Welcome to Criminal Justice Diversity and Ethics!

Office Hours:
I enjoy teaching and talking with students. If you have questions or just want to explore an idea, please feel free to stop by during the office hours posted on my door. My office hours are the times that are specifically reserved to meet with students; please understand that on occasion my attendance may be required at a department or university meeting which may result in an unavoidable scheduling conflict. In the event it is necessary that I depart from my posted office hours, I will post notice advising of the departure as soon as practicable.

Course Description and Objectives:
A course in applied human relations and ethics that examines the dynamics of class, race, gender and ethics as they intersect with the social realities of crime and justice in the U.S. today. How diverse populations and ethics operate both separately and in combination to influence the criminal justice system. The facts and theoretical foundations are presented so that students can formulate their own informed decisions about discrimination and ethics in the criminal justice system. Students will identify, apply, analyze and validate the core ethical principles and the potential consequences related to ethical decision-making. This course is required for students seeking Minnesota POST Board licensure.

This course is a required core course for the Law Enforcement (with Internship) and Corrections (with Internship) tracks of the Criminal Justice Department.

This course does not satisfy Liberal Education requirements.

The right is reserved to modify this syllabus as we move through the semester. In class announcements will be made and in the event change(s) are significant, a revised syllabus will be posted on D2L.

Required Texts: (Still under review)

Cyndi Banks, Criminal Justice Ethics, (Sage 2013). ISBN

Required for Writing Assignment – Select one of the following:
(Still under review)

The specific assignment regarding each of the above noted books may be found in the Content area on D2L.
Required Materials:
File Folders – Letter size, 1/3 cut tabs (tabs located at 3 locations along the top) →

All written assignments, exams, etc. will be submitted and returned using a file folder with the student’s name and course title printed clearly on the tab. (Last Name, First Name – Criminal Justice Diversity & Ethics) You should only need three or four folders as they will be reused throughout the semester.

Cell Phones / Electronics:
Because the use of electronics, including, but not limited to cell phones, is often quite distracting for students, those seated near others engaged in the use of electronic devices and to me; the use of cell phones and other electronic devices are not permitted during class. In the event you discover that you have inadvertently brought your cell phone to class with you, it must be turned off and placed in your pocket, purse or backpack. In the event prohibited use of electronics is discovered you will be asked to leave class and will be marked absent for the entire class period.

Attendance and Participation:
Attendance is mandatory. Your ability to be successful in this course requires discussion of the reading material as well as the interaction which occurs during class; mere physical presence does not constitute attendance. Meaningful participation during class in the large group and small group setting is required. Frequency of participation does not necessarily equal meaningful participation. I do understand that unforeseen emergencies do occasionally occur, however, in the event absence from class is unavoidable it is the responsibility of each student to obtain information from their colleague(s) regarding the missed material, assignments, announcements, etc. Make-up work and extra credit for missed assignments, un/announced quizzes, in-class assignments are not available options, with the exception of University authorized excused absences (See B.S.U. Student Handbook; Policies and Procedures, Academic Policies Section) and on a case-by-case basis of which I deem reasonable and will not constructively operate as giving any student an unfair advantage over their colleagues. In all instances when an absence will result in a variance of a due date or an alternative exam date/time, advance notice of the anticipated absence along with proof/documentation will be required (i.e. email from faculty/coach, note from treating physician, published obituary, date stamped photos of relatives allegedly turned into pillars of salt with attached affidavits of legitimacy, etc.).

Please remember the rules and principles of civility. In the event you have a counter opinion, a debate of the issues is encouraged; however, keep statements professional and respectful. In the legal profession, debates of issues and legal questions are common and expected, occasionally the debates are enthusiastically presented; however, it is a violation of professional responsibility and the ethical mores to which we are bound to exhibit hostility or hurl personal attacks on the opposing party. It is understood that counter-opinions are not intended to be personally offensive, colleagues merely have different opinions or

1 Meaningful Participation defined; responses of which require critical thinking to arrive at a particular conclusion. (Critical thinking defined; the mental process of actively and skillfully conceptualizing, applying, analyzing, synthesizing, and evaluating information to reach an answer or conclusion.)
interpretations of the law; therefore, in the event a statement is challenged it should be viewed as an opportunity to “defend” the position or learn a new perspective on the issue presented.

**Academic Integrity:**

BSU students are expected to practice the highest standards of ethics, honesty and integrity in all of their academic work. Any form of academic dishonesty (e.g. plagiarism, cheating and misrepresentation) will be reported to the University Conduct Officer and may result in disciplinary action. Possible disciplinary actions include failure for part of or all of this course as well as suspension from the University.

Plagiarism is representing a writing or idea as one’s own. Additionally, submitting work created for another course is plagiarism. Merely changing some words or a word does not preclude the obligation to properly cite. The only acceptable exception is the *Public Domain* exception. The *Public Domain* exception refers to information that is so commonly known it does not fall into the realm of plagiarism, thus does not require citation. An example would be a commonly known fact (i.e. it snows in the winter or the Miranda warning is required prior to commencing custodial interrogation, etc.). The fact that the information is found on internet, and that information is used in research does not automatically constitute qualification under the *Public Domain* exception.

Merely attempting, regardless of whether the attempt is successful, to gain an unfair academic advantage is cheating. Obvious examples are copying or allowing to be copied, examinations, writing assignments, essays, etc. Actual participation or knowledge of the purchase, receipt, distribution, utilization in any manner, homework solutions, term papers, examinations, examination answers, and/or submitting a substantial portion of the same academic work legitimately created by a student more than once.

The unauthorized collaboration with other(s) on examinations is collusion and is a form of cheating of which is a violation of the *Academic Code of Conduct* at Bemidji State University. Whether collusion is purposeful or unintentional is not relevant and will not be tolerated. The following are examples of collusion:

- Students taking the same class (same or different sections, etc.) submitting a substantially similar essay, paper and/or other assignment(s) as the product of your own skill and thought process.
- Providing and/or receiving a copy of a completed assignment from a previous semester and/or section and submitting it for credit as the product of your own skill and thought process.
- Using material from social networking websites and/or sharing assignments, quizzes, examinations, etc.
- Unauthorized assistance, solicitation and/or allowing another to edit, draft and/or write an assignment, examination beyond mere proofreading for grammatical and/or spelling errors.
Class Communication/Information:
Each student is required to have fully functioning internet access and an active Bemidji State University Student email account. It is expected that students regularly check their BSU email accounts and D2L for important announcements.

All course requirements must be completed and submitted prior to or on the date and time due, late work will not be accepted. To be successful in this course, time management is critical in completing the course requirements on or before the established deadlines.

Grading:
Grades will be based upon performance on the following:

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<tr>
<th>Weekly Current Event Discussions</th>
<th>Final Grade Breakdown:</th>
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<tr>
<td>15% (Minimum of 5)</td>
<td>90 – 100% = A</td>
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<tr>
<td></td>
<td>80 – 89.9% = B</td>
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<td></td>
<td>70 – 79.9% = C</td>
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<tr>
<td></td>
<td>60 – 69.9% = D</td>
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<td></td>
<td>59.9 – 0% = F</td>
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<tr>
<th>Attendance &amp; In-Class Discussion Participation</th>
<th>Un/Announced Quizzes</th>
<th>Writing Assignment</th>
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<tr>
<td>15%</td>
<td>15%</td>
<td>55%</td>
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In the event a student is within 1 (one) point of the next higher grade level, the right is reserved to consider exceptional class participation and performance as an influential factor in determining whether an upward departure from the above outlined percentages is reasonable in the final grade calculations for this course. Being within one (1) point of the next higher grade level does not automatically constitute entitlement of receiving the next higher grade as a final grade earned for this course.

Partial credit for mere effort and/or substandard work which deviates from the requirements will not be earned.

Make-up work and/or extra credit are not available options for this class, although the right is reserved to assign bonus point assignments to the entire class as opportunities become apparent.

Un/Announced Quizzes:
Because decisions in the criminal justice professions are often made under pressure in an environment commonly known to be quite distracting, noisy and/or chaotic (not intended as an all-inclusive list of sensory and/or environmental conditions); time is of the essence, therefore, it is critical that students are able to process information and make the correct

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2 Points earned relative to bonus point assignments will only be factored into the final grade after all other requirements for the course have been fully met i.e., attendance, examinations, writing assignments, participation, etc. In no event will bonus point assignments be factored into a student’s final grade for the course if all other requirements for the course have not been fully met.
and/or best decisions in under potentially less than optimum environments, circumstances, or time constraints.

Students with documented disabilities requiring accommodations which deviate from the above noted course examination requirements must confer with Disability Services within the first week of the beginning of this course to discuss eligibility and potential accommodations. If you have questions regarding this process or to make a request to receive this document in alternative formats please contact Disability Services at (218) 755-3883 for assistance.

**Current Event Discussions:**
Each student is required to lead a minimum of five (5) current event in-class discussions. The current event must be “current” and relevant to criminal justice diversity and ethics, not merely a topic relating to criminal justice (events older than one month are stale and are not acceptable for use as a current event). Each student must submit a minimum of one (1) complete typed paragraph, maximum one (1) typed page discussing the relevance of the current event to diversity in criminal justice. The submission must be in accordance with the format and grading rubric for written assignments. The news source must be a credible, legitimate and reputable news source (i.e. New York Times, Wall Street Journal, Scholarly Journals, etc.). Most .com sites are not credible news sources, i.e. Wired.com, Reuters.com, etc.). The printed article must be attached to the student submitted paragraph/page. It is not required that the current event is in alignment with the chapter reading assignments.

**Technology, Procrastination and Time Management:**
Because technology is occasionally unpredictable and unforeseen downtimes and malfunctions have been known to occur; a reasonable person could conclude that the likelihood technology will fail is directly proportionate to the desperation that it operates at optimum performance Failure of technology (computer, printer, car, electrical outages, etc.), procrastination, other obligations, including but not limited to, employment, vacation plans, weddings, elective medical/dental procedures, abysmal time management, forgetting/misinterpretation of course due dates/deadlines, “ride home” conflict with course schedule, etc. will not prove persuasive in a request for leniency or an extension of time to complete the requirements of this course.

**Writing Assignment and Format Requirements**
Written assignments must be submitted on or before the date due. Assignments will not be accepted after the due date and time.

Written assignments must be properly cited, error free with no spelling, grammar, or punctuation errors, meet the minimum page limit requirement and should be communicated in a logical, organized and professional manner.

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3 In the event a student is unfamiliar with analytical writing techniques and/or how to properly cite sources. It is highly encouraged that students seek assistance from the B.S.U. Writing Resource Center to become proficient in proper citation and college level writing.
Written assignments which deviate from the outlined requirements and improperly cited assignments will not receive credit. Partial credit for mere effort and/or substandard work which deviates from the requirements will not be earned.

All written assignments must be submitted in Microsoft Word format, using Times New Roman 12 font with 1” margins, double spaced with the page number and student name within the footer. All case citations will be in accordance with ALWD (see example posted on D2L) all other citations will be in accordance with in-text APA Publication Style with pinpoint (page number) citation required. In the event graphs, tables, photographs, figures or other visual references are used and they constitute more than one-half (½) page of the total page limit of written assignments they must be placed in the appendix rather than embedded in the paper.

Assignments submitted utilizing other formats, i.e. Microsoft Works, etc. will not be accepted. (In the alternative, you may convert the written assignment to a PDF document in the event you do not have access to Microsoft Word.)

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<tr>
<th>Week of (Tuesday)</th>
<th>Reading Assignment</th>
<th>Topic / Comments / Information</th>
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<tr>
<td>Date</td>
<td>Chapter / Textbook</td>
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<td>Date</td>
<td>Chapter / Textbook</td>
<td>Writing Assignment Due</td>
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<td>Date</td>
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Accessibility:
It is important that all of the materials, discussions and activities that are part of this course are accessible to you. If you would like to request accommodations or other services, please forward your request as soon as possible to Disability Services (218) 755-3883 or in the alternative through the Minnesota Relay Service at 1-800-627-3529 or Email Disabilityservices@bemidjistate.edu.
BSU Curriculum Forms

Form 8
Updated: 09.18.15

Signatures

Janet A Heuer, J.D./Assistant Professor, Department of Criminal Justice / 09-16-2015
Proposer / Title / Date

Elizabeth Hagensen / Department of Criminal Justice / 09-17-2015____________________
Chair or Director / Department or Program / Date
Note: "All departmental recommendations [on curriculum] must be reviewed and approved by the department's faculty."--IFO/MnSCU Master Agreement 2009-2011, 20.A.3 (p. 80).

At this point, packet goes to Records Office/Curriculum Coordinator to be logged in to the Curriculum Proposal Progress Grid.

Troy Gilbertson / Health Sciences and Human Ecology / 10-13-2015____________________
Dean / College / Date

Note: If proposal is sent back to the Proposer, please notify the Curriculum Coordinator. If approved, packet goes to Academic Affairs Office.