

Skyline College

Official Course Outline

Date: August 2008

1. **TITLE:**

ADMJ 665 – Selected Topics in Administration of Justice

0.5 to 2.0 units. Eight lecture hours per 0.5 unit.

2. **COURSE CLASSIFICATION:**

Credit course applicable to the Associate Degree, and to the Criminal Justice Certificate

3. **COURSE DESCRIPTIONS:**

Catalog Description:

Advanced specialized study in Administration of Justice. This program is designed to offer unique or specialized criminal justice topics of contemporary student interest. Students will learn from and work closely with criminal justice practitioners and bring this newly acquired knowledge back into the community. Topics vary. *May be repeated for credit as topics vary.*

Schedule of Classes Description:

Advanced specialized and unique studies of contemporary criminal justice topics. Students will learn from criminal justice practitioners. Topics vary. *May be repeated for credit as topics vary.*

4. **COURSE JUSTIFICATION:**

This is a transfer course to fulfill General Education requirements of the Associate Degree (F3), and is transferable as follows: CSU. This course is an elective course in the Administration of Justice Program curriculum for students seeking a Criminal Justice Certificate.

5. **STUDENT LEARNING OUTCOMES (SLO'S):**

Upon successful completion of the course, students will be able to:

- Demonstrate their knowledge of the fundamental aspects of the criminal justice topic studied, to include familiarity with their history, development, structure, and impact on society.
- Compare, contrast, and discuss major contemporary and controversial components and issues of the topic studied, and equate them to the administration of justice.
- Apply newly acquired knowledge of the topic by using it in the community in a practical way.

6. **SPECIFIC INSTRUCTIONAL OBJECTIVES:**

To assist students in reaching the goals outlined in the course SLO's, this course will include:

- Study of the history, evolution, development, and structure of (topic).
- Exploration of the basic components and issues of (topic).
- Analysis of the roles and responsibilities of criminal justice professionals in (topic).
- Consideration of the value, necessity, and impact of (topic) in contemporary society.
- Examination and evaluation of the manner in which (topic) can be used in the community.

7. COURSE CONTENT:

(To depend upon the topic being studied)

8. REPRESENTATIVE METHODS OF INSTRUCTION:

Methods of instruction will include:

- Students will learn from and work closely with criminal justice practitioners and bring this newly acquired knowledge back into the community.
- Lectures on course lessons, text readings (25-50 pages assigned per week), and related topics, combined with class discussions to stimulate critical thinking and provide students with opportunities to demonstrate understanding of course material. Students are expected to take notes and engage in class and group discussions to maximize retention of the course material.
- Reviews of course related handouts, articles, illustrations, and current events to enhance the students' experience by exploring and applying material to a contemporary real-world setting.
- Audiovisual presentations which illustrate and enhance the concepts of topics covered in class.
- Tests, quizzes, research papers, and writing assignments to demonstrate comprehension of the course material through hands-on applications and written examinations.

Methods of instruction may also be augmented by:

- Practical demonstrations, displays, and in-class role-playing exercises, as applicable to the topic.
- Student interviews of criminal justice professionals and preparing a written report on the results.
- Guest speakers with expertise in various areas of criminal justice, to provide diverse and unique perspectives on a variety of controversial issues in their field.
- Field trips to law enforcement and other criminal justice agencies, courts, jails, and prisons.
- Individual student consultations, as necessary, to ensure that student learning is taking place.
- Practical work experience such as ride-alongs or other applicable site work to enhance learning.

9. ASSIGNMENTS:

Typical assignments:

- a. Research and Writing or Oral assignments about course related topics which demonstrate student knowledge, comprehension, and application skills, may include:
 - term papers, short papers, research papers, essay papers, and oral presentation reports.
 - reports on field interviews, site visits, observations, work performed, or film critiques.
- b. Case Study assignments to develop critical thinking and concept application, may include:
 - reviewing and critiquing Supreme Court, appellate court, and trial court cases.
 - responding to the questions, scenarios, or case studies included in text chapters.
- c. Tests and Quizzes, consisting of the written, oral, and/or practical application variety to assess comprehension of assigned readings, course content, and other related course activities.

10. EVALUATION OF STUDENT PERFORMANCE:

Typical methods of evaluation of student performance may include the following:

- a. Written examinations, such as quizzes, midterm exams, and final exams to demonstrate student understanding and proficiency skills concerning the material presented in the course.
- b. In-class and out of class assignments to demonstrate student ability to apply course concepts to assigned tasks utilizing comprehension, application, analysis, and critical thinking skills.
- c. Case study exercises to demonstrate student ability to integrate multiple concepts to solve realistic situations.
- d. Class discussions of course material to permit the exchange of ideas involving a variety of course related issues and concerns.
- e. Attendance and promptness, class citizenship and conduct, and participation and cooperation.
- f. Grading Method: Credit/No Credit.

11. RECOMMENDED or REQUIRED TEXT(S):

The recommended or required course textbook, selected at the discretion of the course instructor, may include (but is not limited to) the following suggested current editions on the subject matter:

(To depend upon the topic being studied)