

COURSE SYLLABUS



COURSE TITLE:	CRIM-200 Professional Practice
CLASS SECTION:	001
TERM:	Fall 2024
COURSE CREDITS:	3 Credits
DELIVERY METHOD(S):	In person - Young 325 - Lansdowne Campus Monday/Thursday 4:00 PM – 5:20 PM September 5 - December 5, 2024

Camosun College campuses are located on the traditional territories of the Ləkʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.
Learn more about Camosun's [Territorial Acknowledgement](#).

INSTRUCTOR DETAILS

NAME:	Michel Legault
EMAIL:	legaultm2@camosun.ca
OFFICE:	Y 210A
HOURS:	Thursdays 11:30 AM- 3:30 PM or by appointment.

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

This course provides an introduction to the roles and behaviour of effective criminal justice practitioners. Emphasis will be on the examination of self as practitioner, ethical practice, effective working relationships within justice-related systems, and developing a personal plan for work-life balance.

PREREQUISITE(S): One of: C in ENGL 151, C in ENGL 161, C in ENGL 163, C in ENGL 164 - Must be completed prior to taking this course.

CO-REQUISITE(S):

EXCLUSION(S):

COURSE LEARNING OUTCOMES / OBJECTIVES

At the conclusion of this course, students will be able to:

1. Describe the roles and behavior of an effective criminal justice practitioner.

2. Describe how the interrelationships of the various criminal justice sub-systems affect client service delivery.
3. Explain how to be an effective leader and advocate within a variety of criminal justice settings.
4. Describe models of ethical practice and apply them to ethical dilemmas.
5. Describe the importance of maintaining balance between one's personal and professional life.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

1. Course reading pack, available in bookstore.
2. Supplemental readings distributed in class.
3. "Indian Ernie" or "The Tattooist of Auschwitz" – available in book store.

Louttit, E. (2013). *Indian Ernie: Perspectives on policing and leadership*. Purich Publishing.

Morris, H. (2018). *The Tattooist of Auschwitz*. Bonnier Publishing Fiction Ltd.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
September 5	Introduction to course material, format, and participants.	
September 9/12	Values, Reflective Journal, and Ethics	
September 16/19	Ethical Practice	
September 23/26	Criminal Justice Leadership and Book Discussion	
September 30	College Closed - National Day of Truth & Reconciliation	
October 3	Criminal Justice Leadership (continued)	Values Essay DUE
October 7/10	Conflict, Work/Life Balance, and Resiliency in Criminal Justice	
October 14	Thanksgiving	
October 17/21	Structure of Criminal Justice Organizations	
October 24/28	Oversight, Regulations, Policies, and Procedures	

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
October 31	Book Discussion	Leadership Essay DUE
November 4	Advocacy in the Criminal Justice	
November 7	Parking Lot, Mid-Term, and Presentation Prep	
November 11	College Closed	
November 14	Mid-Term Exam	In Class
November 18/21	Class Presentations	
November 25/28	Class Presentations	
December 2/5	Class Presentations - Last Day of Class	Reflective Journal & Participation Assignments DUE

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

DESCRIPTION	WEIGHTING
Values Essay	10
Leadership Essay	20
Mid-Term Exam	20
Group Interview Project	20
Reflective Practice Assignment	20
Preparation and Participation	10
	TOTAL
	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information. <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

Basis of Student Evaluation

Values Essay 10% - Due October 3rd before 12:00 am.

This is a reflective writing assignment. You will need to spend some time thinking and possibly talking with family members or those close to you before you start to write. Assignment details will be discussed in our first class and provided on D2L.

Leadership Essay 20% - Due October 31st before 12:00 am.

Based on either "Indian Ernie" or "The Tattooist of Auschwitz" you will synthesis the course material and your personal experiences with the reflections provided by each author. Assignment details will be discussed in our first class and provided on D2L.

Mid-term Exam 20% - November 14th @ 4:00 p.m.

Students will write an in-class mid-term exam based on the material covered to date including lectures, class discussions, videos, and readings.

Group Interview Project 20% - November 18th - December 5th.

Working in groups of three, you will organize, prepare, and conduct an interview with a professional working within the field of Criminal Justice. This interview will take place in our classroom and will focus on the professional practice of the interviewee as it relates to the concepts we have studied in this course. Details will be discussed in class and posted to D2L.

Reflective Journal Assignment 20% - December 2nd before 5:00 p.m.

Each week you will write a short personal reflection based on the class. The assignment will also record your work/life balance and resiliency efforts for the week. Details will be discussed in class and provided on D2L.

Preparation and participation in class 10% - December 5th before 5:00 p.m.

Regular attendance and active participation are required. It is expected that you will join the class on time, be attentive, non-disruptive, constructive and respectful. You will be required to submit a one-to-two-page summary of what you feel your mark should be out of 10 the last day of class for 10% of your participation grade. This is to include attendance, participation in class, group participation and keeping current and up to date on all readings and assignments. You will be expected to answer a series of questions on your participation and upload it to D2L.

You are expected to complete the assigned readings before coming to class, except when advised otherwise. This often becomes increasingly more difficult as the semester moves along and as the completion of assignments and preparation for exams takes a great deal of your time. I would strongly recommend that you use some type of day book where you can keep track of each week's reading, exams and other expectations being placed on you.

Written Assignment Requirements

All assignments must be uploaded to D2L prior to the date and time indicated. If you anticipate the timely submission of work will be problematic, see the course instructor in advance of the due date. All written assignments must be type-written, single sided, double spaced, and formatted in APA style.

Grading System

The following percentage conversion to letter grade will be used:

A+ = 90-100%	B = 73-76%	D = 50-59%
A = 85-89%	B- = 70-72	F = 0-49%
A- = 80-84%	C+ = 65-69%	
B+ = 77-79%	C = 60-64	

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	http://camosun.ca/advising
Accessible Learning	http://camosun.ca/accessible-learning
Counselling	http://camosun.ca/counselling
Career Services	http://camosun.ca/coop
Financial Aid and Awards	http://camosun.ca/financialaid
Help Centre (Math/English/Science)	http://camosun.ca/help-centres
Indigenous Student Support	http://camosun.ca/indigenous
International Student Support	http://camosun.ca/international/
Learning Skills	http://camosun.ca/learningskills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/oss
Ombudsperson	http://camosun.ca/ombuds
Registration	http://camosun.ca/registration

Support Service	Website
Technology Support	http://camosun.ca/its
Writing Centre	http://camosun.ca/writing-centre

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

Academic Accommodations for Students with Disabilities

Camosun College is committed to achieving full accessibility for persons with disabilities. Part of this commitment includes arranging appropriate academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. If you are a student with a documented disability and think you may need accommodations, you are strongly encouraged to contact the Centre for Accessible Learning (CAL) and register as early as possible. Please visit the CAL website for more information about the process of registering with CAL, including important deadlines:

<https://camosun.ca/cal>

Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal (see [Medical/Compassionate Withdrawals policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and camosun.ca/services/sexual-violence-support-and-education.

To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-370-3841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.