

	<p><b>School of Arts &amp; Science</b>  <b>CRIMINAL JUSTICE DEPARTMENT</b>  <b>CRIM 150</b>  <b>Administration of Justice</b>  <b>Fall/2010</b></p>
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## COURSE OUTLINE

The course description is online @ <http://camosun.ca/learn/calendar/current/web/crim.html>

Ω Please note: the College electronically stores this outline for five (5) years only.  
It is **strongly recommended** you keep a copy of this outline with your academic records.  
You will need this outline for any future application/s for transfer credit/s to other colleges/universities.

### 1. Instructor Information

(a)	Instructor:	Steve Howell		
(b)	Office Hours:	Mondays and Wednesdays, 1:30 to 2:20 and 4:00 to 4:30, or by appointment		
(c)	Location:	Young 210		
(d)	Phone:	370 -3334	Alternative Phone:	
(e)	Email:	howells@camosun.bc.ca		
(f)	Website:	Crim 150 Webpage: access through Camosun website. Go to "online courses," then "Access Desire2Learn (D2L). Username is firstname.lastname)) (day you were born)		

### 2. Intended Learning Outcomes

(No changes are to be made to these Intended Learning Outcomes as approved by the Education Council of Camosun College.)

Upon completion of this course the student will be able to:

1. Describe the political and administrative systems which provide the environment within which the criminal justice system in Canada operates and the policy and law-making processes.
2. Articulate awareness of the interaction between politics and the criminal justice system in Canada.
3. Identify the key players in the criminal justice system.
4. Identify and assess important issues in Canadian government and politics that have an impact on the operation of the criminal justice system.

### 3. Required Materials

- (a) Rand Dyck. Canadian Politics. Concise Fourth Edition.  
Toronto: Nelson Canada, 2009.
- (b) Handouts as provided/Online resources as directed

### 5. Course Content and Schedule

This course is a survey course taught in two one-and-one-half hour blocks per week. The main topics to be covered in this course will be those necessary to understand both the concept of justice and how the justice system is administered in Canada. Topics to be covered will be divided into three sections: the Machinery of Parliamentary Democracy; Key Institutions of the Justice System; and Policy-making and the Legislative process.

This schedule will provide a guide to lecture topics, reading assignments, and important dates:

## **MACHINERY OF PARLIAMENTARY DEMOCRACY**

- September 8** Introduction to Course; Justice and Democracy
- September 13/15** Basic Concepts: Democracy, Constitutional Monarchy, Federalism.  
Reading: Dyck, Chapter 1 and 2
- September 20/22** Prime Minister, (Premier) Cabinet, Public Service  
Reading: Dyck, Chapter 13 and 14
- September 24/29** House of Commons/Senate/Provincial Legislatures  
Reading: Dyck, Chapter 15
- October 4** Political Parties  
Reading: Dyck, Chapter 9
- October 6** Elections and Election Systems  
Reading: Dyck, Chapter 8 and Handout
- October 11** Thanksgiving Holiday
- October 13** **First Examination**

## **KEY INSTITUTIONS OF THE JUSTICE SYSTEM**

- October 18** Federalism and Criminal Justice  
Reading: Dyck, Chapters 3 and 12
- October 20** The Constitution, Charter of Rights and Criminal Code  
Reading: Dyck, Chapter 11 and Handout
- October 25** Policing and the Justice System (Guest: Dr. Allan Castle, RCMP)  
Reading: Handout
- October 27/  
November 1** The Courts/Prosecution and Defence (Guest TBA)  
Reading: Dyck, Chapter 16 and Handout
- November 3** Victim Services/Corrections/Conditional Release/ **Review**  
Reading: Handouts

**November 8            Second Examination**

**POLICY MAKING AND LEGISLATIVE PROCESSES**

- November 10/15**    Justice and Ideology  
Reading: Handout
- November 17**        Public Opinion and the Media  
Reading: Dyck, Chapter 6 and 7, and Handout
- November 17**        **Research Assignment Due**
- November 22/24**    The Criminal Justice Policy Process (Guest: Ms. Morlene Tomlinson, M.P.A)  
Reading: Handout
- November 29**        Interests Groups  
Reading: Dyck, Chapter 10
- December 1/6**        The Legislative Process  
Reading: Dyck, Chapter 15 (Re-read pages 366-368) and Handout
- December 8**         Accountability and the Justice System/**Review**  
Reading: Handout
- December 13 - 21**   **Final Exam Week**

**6. Basis of Student Assessment (Weighting)**

Marks will be determined on the basis of the following work:

**1. First Examination- 20%**

The first exam will be held in class on **October 13th**. It will consist of Fill-In-the-Blanks, Short Answers, and Essay Questions. A review and exam preparation session will be held in class on October 5th. The exam will cover material from lectures and required readings. This first examination will serve as a preview of the other

examinations in this course and of the level of performance expected in the course.

## **2. Second Examination**- 20%

A second examination will be given in class on **November 8th**. The format will be very similar to the first exam. The exam will be based on material covered since the first exam and will include material from lectures and required readings. A review and exam preparation session will be held in class on November 2nd.

## **3. Research Assignment**- 30%

This assignment consists of researching a specific example of the interaction between politics and criminal justice and presenting the findings in a 1500 to 2000 word essay. A separate handout will provide a choice of topics. The research assignment is due **November 17th**. Late assignments will be penalized. No assignments will be accepted after December 1st.

## **4. Final Examination**- 30%

A final examination will be given during Final Examination Week, **December 13th- 21st**. The format will be the similar to the previous examinations, though the final exam will be longer. The exam will cover material presented in the course as a whole, though there will be extra emphasis on material presented since the second exam. A review and exam preparation session will be held in the last class on December 8th.

## **6. Grading System**

*(No changes are to be made to this section unless the Approved Course Description has been forwarded through the Education Council of Camosun College for approval.)*

### **Standard Grading System (GPA)**

<b>Percentage</b>	<b>Grade</b>	<b>Description</b>	<b>Grade Point Equivalency</b>
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D	Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite.	1
0-49	F	Minimum level has not been achieved.	0

### **Temporary Grades**

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy E-1.5 at [camosun.ca](http://camosun.ca) for information on conversion to final grades, and for additional information on student record and transcript notations.

<b>Temporary Grade</b>	<b>Description</b>
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<b>I</b>	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
<b>IP</b>	<i>In progress:</i> A temporary grade assigned for courses that, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. <i>(For these courses a final grade will be assigned to either the 3<sup>rd</sup> course attempt or at the point of course completion.)</i>
<b>CW</b>	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

## 7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

### LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College calendar, at Student Services, or the College web site at [camosun.ca](http://camosun.ca).

### STUDENT CONDUCT POLICY

There is a Student Conduct Policy **which includes plagiarism**. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, at Student Services, and the College web site in the Policy Section.

## INSTRUCTIONAL POLICIES

### 1. Attendance and Participation

Regular attendance and active participation is required. It is expected that you will arrive on time, be attentive, non-disruptive, constructive and respectful.

For example, using headphones, engaging in text messaging, looking at voice messages, surfing the net or using any other means of 'disengaging' with your classmates and the learning process is not accepted in this class. You will be asked to leave the classroom setting.

### 2. Class Preparation

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

You are also expected to participate in class discussions and activities based on the readings. To help you engage in this, you will likely want to find an active means of doing your readings. For example you can take notes (questions and answers often work well) or highlight in your textbook and write in the margins before coming to class. A proven successful means of preparing is through the use of the SQ3R method (survey, question, read, review, recite).

### 3. Late Penalty

All assignments must be completed and submitted on the date and at the time assigned. There are no marks for late submissions on the discussion posts (initial post and responses). Late synthesis will be penalized 10% (off 100%) per day late (starting at the time the assignment is

due: 1 pm) unless an extension is legitimately warranted and approved by me in advance of the assignment due date. Procrastination can 'get the best of us' so be certain to manage the time you need to complete assignments (the tortoise triumphed over the hare if I recall correctly).

#### **4. Plagiarism, Cheating, and Academic Dishonesty**

See the College calendar!

<http://camosun.ca/policies/Education-Academic/E-2-Student-Services-&-Support/E-2.5.pdf>

For example, in this course, you will be attending court and may likely be observing a court case with a classmate. You will be taking your own notes and writing your own reports.

#### **5. Course Completion Requirements**

You must complete all evaluative requirements (three exams, 3 discussion posts, 1 court report, and 1 synthesis) to receive a passing grade in this course. Unfortunately, if you don't complete all requirements, you will receive an F grade. All late work must be handed in by December 10<sup>th</sup> (10 am).