



**CAMOSUN COLLEGE**  
**School of Arts & Science**  
**Department of Criminal Justice**

**CRIM-120-BX01, BX02 & BX03**  
**CJ Seminar 1**  
**Fall 2019**

## **COURSE OUTLINE**

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

Ω Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.

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### **1. Instructor Information**

(a) Instructor	Blair Fisher	
(b) Office hours	Thursdays, 10am to noon	
(c) Location	Young 210b	
(d) Phone	250 370-3335	Alternative: _____
(e) E-mail	fisherb@camosun.bc.ca	
(f) Website	online@camosun.ca	

### **2. Intended Learning Outcomes**

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

1. Outline personal and time management strategies to enhance personal and professional effectiveness.
2. Use effective learning skills for success in an academic environment.
3. Discuss the values and beliefs inherent in volunteerism.

### **3. Required Materials**

- (a) Texts none

### **4. Course Content and Schedule**

#### **Week #1 September 6<sup>th</sup> (In Class)**

- Orientation to the Criminal Justice Program
- Program Instructors, key contacts and key resources
- Introduction to the course
  - o Course assignments
  - o Course and classroom expectations
  - o Assignment #1 (Lansdowne Campus Resources Scavenger Hunt)

**Week #2 September 13<sup>th</sup> (In Class)**

- Introduction to the CJUS (Criminal Justice Undergrad Society)
- Community Volunteerism Opportunity Presentations
- D2L Orientation

**Week #3 September 20<sup>th</sup> (In Class)**

- Library skills session #1
- Assignment #2

**Week #4 September 27<sup>th</sup> (In Library Computer Lab)**

- Professionalism
- Volunteering discussion
- Assignment #3 (Professional e-mail)

**Week #5 October 4<sup>th</sup> (In Library Computer Lab)**

- Library skills session #2
- Assignment #4

**Week #6 October 11<sup>th</sup> (In Class)**

- The Web Declare process
- Discuss Co-op and Internship options

**Week #7 October 18<sup>th</sup> (In Class)**

- APA Styling
- Formatting academic papers
- Title pages
- References
- Website for course and managing online components

**Week #8 #9 & #10 (Self-paced; Online)**

- Modules 1 and 2
- Time Management & Self care
- Academic Writing
- Assignment #5 (To be placed in Dropbox on D2L; Due date: November 8<sup>th</sup>)

**Weeks #11 & #12 (Self-paced; Online)**

- Volunteerism
- Service Learning
- Assignment #6 (To be placed in Dropbox on D2L; Due date: November 22<sup>nd</sup>)

**Week #13 November 29<sup>th</sup> (In Class)**

- Volunteerism discussion
- Wrap-up & Review

## 5. Basis of Student Assessment (Weighting)

(a) Assignments

- Six (6) Assignments (Complete / Incomplete)
- Appropriate attendance

## 6. Grading System

Standard Grading System (GPA)

Competency Based Grading System

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

## 8. College Supports, Services and Policies



### Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @ <http://camosun.ca/about/mental-health/emergency.html> or <http://camosun.ca/services/sexual-violence/get-support.html#urgent>

### College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at <http://camosun.ca/>

### College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, Student Appeals, Student Conduct, and Student Penalties and Fines.

A. GRADING SYSTEMS <http://camosun.ca/about/policies/index.html>

The following two grading systems are used at Camosun College:

### 1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
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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		1
0-49	F	Minimum level has not been achieved.	0

## 2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

## B. 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 at <http://camosun.ca/about/policies/index.html> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<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.
IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<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.