

**POLS 3600**  
**Criminal Justice Administration**  
**Spring 2022**  
**Tuesdays and Thursdays, 8:00 – 9:15 a.m.**  
**\*\*\* Masks are not required but strongly encouraged \*\*\***

**Instructor:** Adam G. Rutkowski  
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**Office:** Baldwin Hall 413

**Office Hours:** In-person – Tuesday, 9:30 – 10:30 a.m.

Virtual office hours via Zoom (link on eLC) – Wednesday, 1:00 – 2:30 p.m.

**Classroom:** Baldwin Hall 101D

**Course Description**

This course examines the institutions and actors that make up America’s criminal justice system. Topics covered include law enforcement officers, arrests, bail, prosecution, defense, plea-bargaining, trials, conviction, sentencing, corrections, probation, and reentry. The constitutional context surrounding many of these topics, including relevant Supreme Court cases, will also be considered.

**Required Text**

Most required reading will be from the following text:

Cole, George F., Christopher E. Smith, and Christina DeJong. 2017. *Criminal Justice in America*, 9<sup>th</sup> ed. Boston, MA: Cengage.

Other readings will be distributed via eLC.

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**Grading**

Exam 1: 30%

Exam 2: 30%

Assignments: 15%

Final Project: 15%

Participation/Attendance: 10%

Extra Credit: 3% possible

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|----|--------|----|-------|
| A  | 93-100 | C  | 74-77 |
| A- | 90-92  | C- | 70-73 |
| B+ | 88-89  | D  | 60-69 |
| B  | 84-87  | F  | <60   |
| B- | 80-83  |    |       |
| C+ | 78-79  |    |       |

*Exams.* The two exams (worth 30% each) will consist primarily of multiple choice, true/false, and short answer questions. Makeup exams are only administered when there is a valid documented excuse. If you *know* you will be absent on an exam date, you must take the exam before the scheduled date. Exam questions will come from the text, lectures, and class activities. The second exam is **NOT** cumulative.

*Assignments.* There will be two assignments (worth 7.5% each) throughout the semester. The first, “Case Tracking Assignment,” will help you understand how criminal cases work their way

through the criminal justice system from the initial investigation to the potential release of the accused individual. The second assignment, “Criminal Justice as Entertainment,” will require you to critically analyze an episode of a popular criminal justice television show (such as *Cops*, *Girls Incarcerated*, or *60 Days In*). The assignment due date is TBD, and more information will be distributed in class and on eLC.

*Final Project.* In groups, students will choose a criminal justice policy area. Each group will select a specific policy and propose a reform. This final project (worth 15%) will consist of a group PowerPoint presentation given to the class. You will be graded collectively for the slides and the in-person presentation. More details will be distributed as the semester progresses. On the last day of class, 5/3, groups will have 5-6 minutes to present their policy reforms. Individual papers are due via eLC on 5/2 by 5:00 p.m. More details will be distributed as the semester progresses.

*Participation/Attendance.* A significant portion of the tests will come from material covered in class lectures. Because of this, regular attendance is important for success in this course. You will be allowed three (3) unexcused absences that will not count against you. Attendance will be taken at the end of each class via sign-in sheets. There is no zoom or online participation/attendance option for this course. With that being said, all excused absences (including those COVID-related) will be treated fairly with the appropriate attention.

*Extra Credit.* There will be three opportunities for extra credit (1% each). These opportunities will consist of listening and reacting to podcasts and/or short writing assignments. Extra credit will be randomly announced in class and only those present on the announcement day will be allowed to complete the extra credit assignment. The assignment will be due at the start of the next class.

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## **CORONAVIRUS INFORMATION FOR STUDENTS**

**UGA adheres to guidance from the University System of Georgia and the recommendations from Georgia Department of Public Health (DPH) related to quarantine and isolation. Since this may be updated periodically, we encourage you to review the latest guidance [here](#). The following information is based on guidance last updated on December 29, 2021.**

### **Face coverings:**

Following guidance from the University System of Georgia, face coverings are recommended for all individuals while inside campus facilities.

### **How can I obtain the COVID-19 vaccine?**

University Health Center is scheduling appointments for students through the UHC Patient Portal ([https://patientportal.uhs.uga.edu/login\\_dualauthentication.aspx](https://patientportal.uhs.uga.edu/login_dualauthentication.aspx)). Learn more here – <https://www.uhs.uga.edu/healthtopics/covid-vaccine>.

The Georgia Department of Health, pharmacy chains and local providers also offer the COVID-19 vaccine at no cost to you. To find a COVID-19 vaccination location near you, please go to: <https://georgia.gov/covid-vaccine>.

In addition, the University System of Georgia has made COVID-19 vaccines available at 15 campuses statewide and you can locate one here: <https://www.usg.edu/vaccination>

### **What do I do if I have COVID-19 symptoms?**

Students showing COVID-19 symptoms should self-isolate and get tested. You can schedule an appointment with the University Health Center by calling 706-542-1162 (Monday-Friday, 8 a.m.-5p.m.). Please DO NOT walk-in. For emergencies and after-hours care, see <https://www.uhs.uga.edu/info/emergencies>.

### **What do I do if I test positive for COVID-19? (Isolation guidance)**

If you test positive for COVID-19 at any time, either through a PCR test, an Antigen test, or a home test kit, you are **required to report it** through the [DawgCheck Test Reporting Survey](#). Follow the instructions provided to you when you report your positive test result in DawgCheck.

As of December 29, 2021, when an individual receive a positive COVID-19 test: Everyone, **regardless of vaccination status**, should:

- Stay home for 5 days.
- If you have symptoms or your symptoms are resolving after 5 days, you can leave your house and return to class.
- Continue to wear a mask around others for 5 additional days.

### **What do I do if I have been exposed to COVID-19? (Quarantine guidance)**

If you have been exposed (within 6 feet for a cumulative total of 15 minutes or more over a 24-hour period – unmasked\*\*) to someone with COVID-19 or to someone with a positive COVID-19 test and you are:

- Boosted, or have become fully vaccinated within the last 6 months (Moderna or Pfizer vaccine) or within the last 2 months (J&J vaccine):
  - o You do not need to quarantine at home and may come to class.
  - o You should wear a mask around others for 10 days.
  - o If possible, get tested on day 5.
  - o If you develop symptoms, get tested and isolate at home until test results are received, then proceed in accordance with the test results.
- Unvaccinated, or became fully vaccinated more than 6 months ago (Moderna or Pfizer vaccine) or more than 2 months ago (J&J vaccine) and have not received a booster:

- o You must quarantine at home for 5 days. After that you may return to class but continue to wear a mask around others for 5 additional days.
- o If possible, get tested on day 5.
- o If you develop symptoms, get tested and isolate at home until test results are

received, then proceed in accordance with the test results.

\*\* “Masked-to-masked” encounters are not currently considered an exposure; this type of interaction would not warrant quarantine.

You should report the need to quarantine on [DawgCheck \(https://dawgcheck.uga.edu/\)](https://dawgcheck.uga.edu/), and communicate directly with your faculty to coordinate your coursework while in quarantine. If you need additional help, reach out to Student Care and Outreach ([sco@uga.edu](mailto:sco@uga.edu)) for assistance.

### **Well-being, mental health, and student support**

If you or someone you know needs assistance, you are encouraged to contact Student Care & Outreach in the Division of Student Affairs at 706-542-7774 or visit <https://sco.uga.edu/>. They will help you navigate any difficult circumstances you may be facing by connecting you with the appropriate resources or services. UGA has several resources to support your well-being and mental health: <https://well-being.uga.edu/>

Counseling and Psychiatric Services (CAPS) is your go-to, on-campus resource for emotional, social and behavioral-health support: <https://caps.uga.edu/>, TAO Online Support (<https://caps.uga.edu/tao/>), 24/7 support at 706-542-2273. For crisis support: <https://healthcenter.uga.edu/emergencies/>.

The University Health Center offers FREE workshops, classes, mentoring and health coaching led by licensed clinicians or health educators: <https://healthcenter.uga.edu/bewelluga/>

### **Monitoring conditions:**

Note that the guidance referenced in this syllabus is subject to change based on recommendations from the Georgia Department of Public Health, the University System of Georgia, or the Governor’s Office. For the latest on UGA policy, you can visit [coronavirus.uga.edu](https://coronavirus.uga.edu).

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### **Students with Disabilities**

Students with disabilities that have been certified by the UGA Disabilities Services office will be accommodated according to university policy. If you have documentation for accommodations from Disabilities Services, please present it to me as soon as possible so arrangements can be made. All documentation is considered confidential. For more information, contact Disabilities Services at 706-542-8719.

### **Academic Integrity**

Please see UGA's extensive policies on academic honesty (<http://honesty.uga.edu>). Be advised that cheating, plagiarism, or other forms of academic dishonesty are strictly prohibited in this class.

### **Class Conduct**

Criminal justice is a nationally controversial political issue. People hold strong opinions across a wide range of topics. This course is designed to incorporate multiple viewpoints and interpretations of the justice process. However, when expressing their own views, students must practice the respect, decency, and patience necessary to excel as effective citizens. The instructor reserves the right to penalize students for failing to meet this important responsibility.

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### **Course Schedule**

\*Any changes to this schedule will be announced at least a week in advance. All readings should be done prior to the date listed.

#### **1/11: Course Introduction**

*Syllabus*

#### **1/13 & 1/18: The Criminal Justice System**

*Criminal Justice in America (CJA), Ch. 1*

#### **1/20: Crime and Causation**

*CJA, Ch. 2*

#### **1/25: Introduction to Crime Data**

*CJA, Ch. 2 continued*

*\*In-class Group Activity\**

**\*\*\* Case Tracking Assignment Due Wednesday, 1/26 by 11:59 p.m. on eLC \*\*\***

#### **1/27 & 2/1: Criminal Justice and the Rule of Law**

*CJA, Ch. 3*

**2/3: No class. Policy selection for final group project due by 11:59 p.m.**

#### **2/8 & 2/10: The Police**

*CJA, Ch. 4*

#### **2/15 & 2/17: Police: Contemporary Issues and Challenges; Police and Law**

*CJA, Chs. 5 & 6*

#### **2/22: Catch-Up and Review for Exam 1**

**\*\*\* 2/24: Exam 1 (Chapters 1-6) \*\*\***

**3/1 & 3/3: Courts and Adjudication**

*CJA*, Ch. 7

**3/8 & 3/10: Spring Break!!**

**3/15 & 3/17: Pretrial Procedures, Plea Bargaining, and the Criminal Trial**

*CJA*, Ch. 8

In-class film: *Gideon's Army*

**3/22 & 3/24: Punishment and Sentencing**

*CJA*, Ch. 9

**3/29 & 3/31: Corrections**

*CJA*, Ch. 10

**4/5 – Guest Speakers**

**4/7 & 4/12: Incarceration and Prison Society**

*CJA*, Ch. 11

**4/14 & 4/19: Probation, Intermediate Sanctions, and Reentry into the Community**

*CJA*, Chps. 12 & 13

**4/21: Catch up and Review for Exam 2**

**\*\*\* 4/26: Exam 2 (Chapters 7-13) \*\*\***

**4/28: Final Group Project Workday; No Class**

**\*\*\* 5/2: Group presentation slides due by 5:00 pm on eLC \*\*\***

**\*\*\* 5/3: Group Presentation Day \*\*\* Last Day of Class**

**“Final Exam” – 5/10: 8:00 – 11:00 a.m.**