

El Paso Community College

Syllabus

Part II

Official Course Description

SUBJECT AREA	Criminal Justice
COURSE RUBRIC AND NUMBER	CJCR 1304
COURSE TITLE	Probation and Parole
COURSE CREDIT HOURS	3 3 : 0
	Credits Lec Lab

I. Catalog Description

Surveys the structure, organization, and operation of probation and parole services. Emphasizes applicable state statutes and administrative guidelines. (3:0).

II. Course Objectives

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

- A. Describe the professional qualifications for employment as a probation or parole practitioner.
- B. Demonstrate skills in management and treatment practices.
- C. Create and develop community relations strategies.
- D. Interpret the relationship between the components of the criminal justice system.
- E. Identify and explain the various terms used within the criminal justice system.
- F. Describe the concept of suspended sentence and explain its relevancy to probation.
- G. Examine the Killlets case and its importance in suspended sentence.
- H. Discuss the various sentencing alternatives.

III. THECB Learning Outcomes (WECM)

1. Describe the professional qualifications for employment as a probation or parole practitioner.
2. Demonstrate skills in management and treatment practices.
3. Create and develop community relations strategies.

IV. Evaluation

A. Evaluation Methods

1. Four (4) written tests will measure a student's understanding of the course content and will account for 400 points toward the final grade. Written tests will be given covering the text and lecture material presented since the prior exam. The fourth (final exam) will cover all of the material and lectures contained in the course. Each written test will be graded according to the number of test items. **No retakes will be given.**

It is the student's responsibility to make prior arrangements with the instructor if the student is unable to attend class the day of any exam. **A grade of zero (0) will be given if an exam is not taken and no prior arrangements to take the exam have been made.** If prior

arrangements have been made, the test may be administered at the instructor's convenience at the testing center.

2. The lowest grade of the four exams will be dropped if a written report on a criminal justice topic is submitted prior to Finals Week. The report will represent 25% of the final grade. The report will be at least twelve double-spaced paper in length and will be written in a scholarly manner using either the APA or MLA format. The paper will have a bibliography, or reference page, and the references will be noted within the body of the paper.

Deductions will be made for each error: not following directions, proofreading, formatting, typographical problems including incorrect text, etc. A percentage grade will be assigned by dividing the total points earned by the total points possible.

3. Other in-class work may also be given at the instructor's prerogative.
4. The instructor may assign extra credit assignments. Extra credit points will be added in to the overall assignment score and will carry a point value of no more than 5 points for each assignment.

B. Grading Scale

The grading scale is shown below:

<u>Points</u>	<u>Percentages</u>	<u>Letter Grade</u>
360 – 400	90 – 100	A
320 – 359	80 – 89	B
280 – 319	70 – 79	C
240 – 279	60 – 69	D
0 – 239	59 or below	F

V. Disability Statement (American with/Disabilities Act [ADA])

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

VI. 6 Drop Rule

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.