

POLS 3600 –Criminal Justice Administration
 Fall 2025
 Mondays, Wednesdays, and Fridays 11:30AM- 12:20PM
 Baldwin Hall Room 102

INSTRUCTOR INFORMATION AND ACCESSIBILITY

Instructor: Dr. Jonathan M. King, Assistant Professor, Political Science
Email: jonathan.king@uga.edu
Office Hours: M/W 10-11AM or by appointment; Baldwin 376

COURSE DESCRIPTION

This course examines the actors and agencies in the administration of criminal law in the United States. This course will examine the roles of each as well as current topics and discussions surrounding criminal justice in America.

OBJECTIVES AND LEARNING OUTCOMES

Following completion of this course, students should be able to do the following:

1. Understand the actors and institutions that make up the American criminal justice system
2. Understand and describe the process and pathways of criminal justice administration in the United States, both at a local and federal level
3. Understand the role politics and political actors play in criminal justice administration and creating laws related to criminal justice
4. Understand contemporary issues and developments in criminal justice administration
5. Demonstrate the ability to engage in knowledgeable discussion about the American criminal justice system, synthesize arguments, and produce evidence to support (or refute) empirical claims.

COURSE MATERIALS

Please obtain a copy of the following book for this class (either digital, physical copy, or audiobook is fine, but if you use the digital copy/ audiobook, it is your responsibility to locate the corresponding page numbers).

- Cole, George F., Christopher E. Smith, and Christina DeJong. 2022. *Criminal Justice in America*. Tenth Edition. Boston, MA: Cengage Learning, Inc. ISBN-13 (physical version): 978-0357456330
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Previous versions of *Criminal Justice* exist and are significantly cheaper. I will be teaching out of the tenth edition but feel free to use the earlier version (ninth edition) if you prefer/can find it.

All other course material will be placed on eLC. Please ensure you have access to eLC at the beginning of the semester; if you do not, please email me during the first week of class.

For any eLC issues, call for tech support:
 706-542-3106

COURSE REQUIREMENTS

Your grade will be determined using the following weights:

Area	Weight
Pre/Post Quiz	5%
Module Quizzes	30%
Written Responses	35%
Attendance/Participation	10%
Final	20%
Total	100%

Pre/Post Quiz (5%):

One of the aims of this course is to increase your knowledge of the Constitution, judiciary, and constitutional law. We will have a pre-and post-course quiz to gauge changes in knowledge over the course of the semester. Prior to the start of course content, you will take a pre-course quiz. Your last assignment in this course will be a post-course quiz. These quizzes will **only be graded for completion** and not the accuracy of your response. These two quizzes are closed-note and closed-book.

Module Quizzes (30%):

Over the course of the class, you will be taking five quizzes following the completion of each module. Each quiz will have between 10 and 15 multiple choice questions and 2-3 short answer questions (3-5 sentences of writing) per quiz. Quizzes will be timed with 30 minutes to complete each quiz. These quizzes are not cumulative. The first quiz will cover the material from the first module. Each subsequent quiz will cover the material examined since the last quiz.

The quiz schedule is included at the end of the syllabus. Quizzes will be open-note and open-book and taken on eLC. Quizzes may be taken any time during the specified module but must be completed by the due date. Quizzes completed after the listed due date will be subject to late penalties. Exceptions to the late penalties will be made in extreme circumstances including, but not limited to: 1) medical emergencies; (2) emergencies involving a family member that necessitate your absence from campus; (3) participation in a university-sponsored activity; or (4) observance of a religious holiday. All claims must, when possible, be made prior to the quiz that you will miss. But, because life happens, I will drop your lowest quiz score (meaning your final quiz grade will be from your four best quizzes). That means you can miss one quiz without incurring a penalty. Quizzes must be completed by 11:59 PM Athens time on the due date; late submissions will be penalized as follows:

- 1-60 minutes late: -10% of grade
- 60-120 minutes late: -15% of grade
- 121-180 minutes late: -20% of grade
- 181-360 minutes late: -30% of grade
- 361-720 minutes late: -40% of grade
- More than 720 minutes late: -100% of grade

Written Responses (35%):

Let's face it, AI (such as ChatGPT) is actively used by students in their work. AI is a fantastic tool to use – and it should be used – but AI should not be the only thing used to complete academic coursework. One reason why it should not be the only tool used is AI is often times incomplete (or sometimes outright wrong).

Since we know AI is here to stay, we are going to use it and see what it gets right and what it gets wrong. At the end of each module, you will be given with a prompt to provide the AI/ GPT of your choice (I assume most will use/recommend ChatGPT for this assignment, but you are free to use others --- you

just must stipulate what you use) which will analyze contemporary issues in criminal justice administration. Then, in a short, written response (~three paragraphs, no longer than 1.5 page per assignment), you will analyze what the AI gets right (and, more importantly, what it gets wrong) using course materials. An example of a completed assignment will be provided on eLC.

All written responses will require the following parts:

- Asking the AI the provided prompt (prompt from eLC)
- Copying/ pasting the AI response into your response
- 3-4 paragraph (no longer than 1.5 page) response **in your own words, using class materials** critiquing/evaluating the AI's response

This assignment is designed to demonstrate the benefits, and limitations, of AI. Your response to the AI is what you will be graded on. Meaning you are being tested on the material covered in lectures and in the readings (not on what AI provides). Any argument you make supporting (or refuting) the AI should be supported with citations from either class lectures or the book. Citations from lecture should include the class lecture name and the slide(s) information is found on (ex: L1- Criminal Justice System, Slide 3). Citations from the book should include the book name and page number(s) information is found (ex: CJIA, p. 78)

The core of each question asked in written responses will focus on the material covered in each module (e.g., Module 1's prompt will focus on Module 1 material) but some concepts are present in multiple modules (for example, the justice system and courts), so you may have to speak to older concepts in your answers.

Written response exams will be due by 11:59PM Athens time and should be submitted as a PDF to eLC. The due dates can be found on the last pages of this syllabus. Similar to quizzes, because life happens, I will drop your lowest written response score (meaning your final grade will be from your best four written assignments). Late submissions will be penalized as follows:

- 1-60 minutes late: -10% of grade
- 60-120 minutes late: -15% of grade
- 121-180 minutes late: -20% of grade
- 181-360 minutes late: -30% of grade
- 361-720 minutes late: -40% of grade
- More than 720 minutes late: -100% of grade

An example written assignment and the grading rubric can be found on eLC. Each memo will receive a grade based off the accompanying rubric. See the accompanying folder in eLC for more specific information.

Final (20%):

To evaluate all that you learned throughout the semester, there will be a final for the class. This final will be cumulative, timed, and will consist of ~50 multiple-choice questions and several short answer questions. ~40 of the multiple-choice questions will come from previous in-class quizzes, while ~10 will be new questions from over the semester. Like quizzes, the final will be open-book, open-note, and taken on eLC. The final is due by **Friday, December 5th by 3:00PM**; late submissions for the final exam **will not be accepted**:

All exams must be taken during the period in which they are scheduled. Exceptions will be made only in extreme circumstances, including (1) medical emergencies; (2) emergencies involving a family member that necessitate your absence from campus; (3) participation in a university-sponsored activity; (4) observance of a religious holiday; or (5) three or more exams are scheduled for the same day during finals

week. All claims must, when possible, be made at least two weeks prior to when the exam is scheduled. Failure to follow these guidelines will result in a grade of "0" being awarded for the final. I reserve the right to have the makeup exam be of a different format than the exam that is given during class.

Attendance/Participation (10%):

Coming to class and participating is important. Throughout the semester, we will have random attendance "quizzes" on topics covered in either the previous or current lecture. Quizzes will be given randomly throughout lectures (so, not always at the beginning of lecture) and taken using the TopHat app (can be downloaded on your phone or laptop). These quizzes will be graded for attendance only (you will not lose points if you get the answer wrong). Of these quizzes, I will drop at least 4 quizzes, no questions asked. ***You do not need to email me if you miss class.*** This corresponds to missing at least two weeks of class. Any additional missed quizzes will detract from your attendance grade. For example, if we have 10 attendance quizzes and you only take 9, you will receive a 9/10 (90%) attendance grade.

You are prohibited from taking quizzes for classmates who are absent. Students suspected of engaging in this activity will receive a grade of zero for the *entire* quiz portion of the course and will have formal disciplinary proceeding for academic dishonesty initiated against them. The same action will be taken against the student(s) with quizzes taken for them.

GRADING SCALE

I will use the following scale to assign course grades:

Percentage	Grade
93-100%	A
90-92%	A-
87-89%	B+
83-86%	B
80-82%	B-
77-79%	C+
73-76%	C
70-72%	C-
67-69%	D+
63-66%	D
60-62%	D-
59% or less	F

Percentages greater than or equal to 0.5 will be rounded up to the next highest whole percentage (Ex: 86.7% will be rounded up to 87%).

AVAILABILITY OF COURSE PERSONNEL

Email is the best way to contact me. My email address is jonathan.king@uga.edu. If you email me, include "POLS 3600" in the subject line to make sure the email does not get missed. Please allow 24 hours for a response during the week (Monday-Thursday) and 36 hours during the weekend (Friday-Sunday). If you do not get a response in that time, please resend your email, as I may have missed it.

I will have office hours every Monday and Wednesday from 10 to 11AM. I set aside this time for you to ask questions about course material outside of class, so please utilize it. If you cannot make it to office hours, I am also available by appointment if you have anything you would like to discuss.

COURSE PROCEDURES

Course Communications

All course communication will go through eLC, including occasional updates and notes. You can set up eLC such that it will email or text you whenever a new announcement is posted. If you choose not to do so, you are still responsible for checking eLC for any course updates.

Classroom Content Recording and Sharing:

In the absence of written authorization from the UGA Disability Resource Center, students may not make a visual or audio recording of any aspect of this course. Students who have a recording accommodation agree in writing that they:

- Will use the records only for personal academic use during the specific course.
- Understand that faculty members have copyright interest in their class lectures and that they agree not to infringe on this right in any way.
- Understand that the faculty member and students in the class have privacy rights and agree not to violate those rights by using recordings for any reason other than their own personal study.
- Will not release, digitally upload, broadcast, transcribe, or otherwise share all or any part of the recordings. They also agree that they will not profit financially and will not allow others to benefit personally or financially from lecture recordings or other course materials.
- Will erase/delete all recordings at the end of the semester.
- Understand that violation of these terms may subject them to discipline under the Student Code of Conduct or subject them to liability under copyright laws.
- For more information on securing an accommodation to record lectures, see: <https://accessibility.uga.edu/faculty-guidelines-for-record-lecture/>

Grade Appeals:

If you receive a grade and see that it contains an arithmetic error (i.e., I miscalculated your grade), please inform me of the issue. If you have a question or concern about your performance on any course work, please contact me as soon as possible. All concerns must be stated in writing (email), beginning with a statement that concisely explains why you believe your grade should be altered.

All concerns, whether arithmetic or otherwise, must be raised within 72 hours of that assignment/quiz's release to students. This includes attendance concerns. If you do not raise your question within this 72-hour period, you forfeit your ability to appeal your grade.

COURSE POLICIES

General Statement:

I take academic integrity seriously. As a student, you are responsible for familiarizing yourself with all relevant departmental, college, and university policies governing your conduct in this course. This includes, but is not limited to, policies relating to plagiarism, academic integrity, and accommodation for students with documented disabilities. If ever in doubt, please ask!

UGA's *A Culture of Honesty* states: "I will be academically honest in all of my academic work and will not tolerate the academic dishonesty of others." The University's procedures for handling cases of suspected dishonesty can be found at honesty.uga.edu.

According to UGA, "academic dishonesty" means cheating, attempting to cheat, or assisting someone else in cheating, even if unintentional. Examples of academic dishonesty include, but are not limited to:

- Plagiarism – using another's work as your own without correct citations/attribution
- Unauthorized assistance – giving or receiving help for assignments without prior approval from your instructor

- Lying/tampering – giving false information related to academic work or in connection with a facilitated discussion, continued discussion, meeting with multiple violations review board, or appeal
- Theft – stealing any information related to academic work

Therefore, unless authorized by your instructor, you are expected to complete all course assignments, including homework, lab work, quizzes, tests and exams, without assistance from any source. *This includes your classmates, using GroupMe to get answers from your classmates, ChatGPT, or any other AI tool.* Unless authorized by the instructor, all coursework is expected to be completed without assistance from others unless explicit permission for group or partner work is given. You are expected to develop original work for this course; therefore, you may not submit course work you completed for another course to satisfy the requirements for this course. Students found using GroupMe or ChatGPT for course answers – unless specifically stipulated in assignment(s) – will be subject to academic integrity violations. Absolutely no form of academic dishonesty will be tolerated. Anyone found guilty of cheating, plagiarism, or any other violation of academic integrity will receive an automatic grade of 0.0 for the assignment. Additionally, all other penalties within the University will be pursued to the fullest extent.

For more information about academic dishonesty and UGA's policy regarding them, see UGA's [Academic Honesty Policy](#). It is your responsibility to familiarize yourself with these policies.

Generative AI (GAI):

The use of Generative AI (GAI) tools is not generally permitted in this course but will be permitted for select assignments. Specific assignments will include details about whether use of GAI tools is allowable or not, and why. This prohibition extends to AI writing tools such as (but not limited to) Grammarly and Wordtune as well as GAI tools like ChatGPT, Copilot, Writesonic, Rytr, and Rtutor. If you are uncertain about using a particular tool to support your work, please consult with me before using it.

Please note that you may not represent output generated by a GAI tool as your own work. Any such use of GAI output must be appropriately cited or disclosed, including quotation marks and in-line citations for direct quotes. Including anything you did not write in your assignment without proper citation will be treated as an academic misconduct case. Suspected unauthorized assistance, plagiarism, or other violations of UGA's "A Culture of Honesty," will be reported to the Office of Academic Honesty. For full details on how to properly cite AI-generated work, please see the APA Style article, How to Cite ChatGPT.

TurnItIn Policy:

Consistent with UGA's efforts to enhance student learning, foster honesty, and maintain integrity in our academic processes, I have chosen to use a tool called TurnItIn to compare your papers with multiple sources. The tool will compare each paper you submit to an extensive database of prior publications and papers, providing links to possible matches and a 'similarity score.' The tool does not determine whether plagiarism has occurred or not. Instead, I will make a complete assessment and judge the originality of your work. All submissions to this course may be checked using this tool.

You should submit written assignments to eLC without identifying information included in the paper (e.g., name or student number), the eLC system will automatically show this information to me when I view the submission, but the information will not be retained by Turnitin. If you forget and submit your paper with your identifying information on it, it will be retained in the Turnitin repository.

Accommodations for Disabilities:

If you plan to request accommodations for a disability, please register with the Disability Resource Center. They can be reached by visiting Clark Howell Hall, calling 706-542-87719 (voice) or 706-542-8778 (TTY), or by visiting accessibility.uga.edu.

UGA Well-Being Resources:

UGA Well-Being Resources promotes student success by cultivating a culture that supports a more active, healthy, and engaged student community.

Anyone needing assistance is encouraged to contact Student Care and Outreach (SCO) in the Division of Student Affairs at 706-542-8479 or visit sco.uga.edu. Student Care and Outreach helps students navigate difficult circumstances by connecting them with the most appropriate resources or services. They also administer the Embark@UGA program, which supports students experienced, or who have experienced, homelessness, foster care, or housing insecurity.

UGA provides both clinical and non-clinical options to support student well-being and mental health, any time, any place. Whether on campus or studying from home or abroad, UGA Well-Being Resources are there for help:

- Well-Being Resources: well-being.uga.edu
- Student Care and Outreach: sco.uga.edu
- University Health Center: healthcenter.uga.edu
- Counseling and Psychiatric Services: caps.uga.edu or CAPS 24/7 crisis support at 706-524-2273
- Health Promotion/Fontaine Center: healthpromotion.uga.edu
- Disability Resource Center and Testing Services: accessibility.uga.edu

Additional information, including free digital well-being resources, can be accessed through the UGA app or by visiting <https://well-being.uga.edu/>

Syllabus Adjustments:

I reserve the right to modify this syllabus at any point in the course to suit the needs of the class. All changes will be noted in eLC and sent to students via email in advance of class. A revised version of the syllabus will be posted, as well.

COURSE OUTLINE AND DUE DATES

MODULE 0: SYLLABUS/ COURSE INTRODUCTION

August 13 (W)

Course Introduction

- Syllabus
- Pre-course quiz (Due 8/17 by 11:59PM)

August 15 (F)

TBD

MODULE 1: CRIME AND THE CRIMINAL JUSTICE SYSTEM

Week 1 (August 18-22)

The Criminal Justice System

- Ch. 1 pp. 3-48

Week 2 (August 25-29)

Crime and Crime Causation

- Ch. 2 pp. 49-86

Week 3 (September 1-5)

No Class Labor Day (9/1)

Criminal Justice and the Rule of Law

- Ch. 3 pp. 87-118
- Module 1 quiz and written assignment (due 9/7 by 11:59 PM)

MODULE 2: POLICE

Week 4 (September 8-12)

Police

- Ch. 4 pp. 119-156

Week 5 (September 15-19)

Policing: Contemporary Issues and Challenges

- Ch. 5 pp. 157-190

Week 6 (September 22-26)

Police and Law

- Ch. 6 pp. 191-220
- Module 2 quiz and written assignment (due 9/28 by 11:59PM)

MODULE 3: COURTS

Week 7 (September 29-October 3)

Courts and Adjudication

- Ch. 7 pp. 221-256

Week 8 (October 6-10)

Pretrial Procedures, Plea Bargaining, and the Criminal Trial

- Ch. 8 pp. 257-290

Week 9 (October 13-17)

Punishment and Sentencing

- Ch. 9 pp. 291-324
- Module 3 quiz and written assignment (due 10/19 by 11:59PM)

MODULE 4: CORRECTIONSWeek 10 (October 20-24)

Corrections

- Ch. 10 pp. 325-362

Week 11 (October 27-31 (*spooky*))

Incarceration and Prison Society

- Ch. 11 pp. 363-400
- **No Class Fall Break (10/31)**

Week 12 (November 3-7)

Probation and Intermediate Sanctions

- Ch. 12 pp. 401-426
- Module 4 quiz and written assignment (due 11/9 by 11:59PM)

MODULE 5: CONTEMPORARY ISSUES IN CRIMINAL JUSTICEWeek 13 (November 10-14)

Reentry into the Community

- Ch. 13 pp. 427-456

Week 14 (November 17-21)

Juvenile Justice

- Ch. 14 pp. 457-490
- Module 5 quiz and written assignment (due 11/23 by 11:59PM)

Week 15 (November 24-28)

Current Challenges in Criminal Justice

- Ch. 15 pp. 491-527

Thanksgiving Break (26-28)

Week 16 (December 1-2)

- Review Day (12/1)
- Post-course quiz (Due 12/5 by 11:59PM)

Final Exam Due Friday, December 5th by 3:00PM