

San José State University
College of Social Sciences
Department of Justice Studies
JS 297, Program Evaluation Project, Section 01, Fall, 2022

Course and Contact Information

Instructor(s): Dr. Adams

Office Location: MacQuarrie Hall

Telephone: (408) 924-3339

Email: ericka.adams@sjsu.edu

Office Hours: Thursdays: 1pm to 3 pm via Zoom: <https://sjsu.zoom.us/j/293067550>

Class Days/Time: Thursdays: 4:30 pm to 7:15 pm

Classroom: Zoom: <https://sjsu.zoom.us/j/97314566645?pwd=VmJ4UTRkYkZvdTY1bU1GWEdTalRjUT09>

Password: 838796

Prerequisites: Completion of JS 201, JS 202, and JS 202

Course Description

A substantial paper/mock evaluation of a justice agency program, justice policy, or organizational issue.

Students will be required to conduct a small research project, on a justice related topic of their choosing, for this course.

Course Format

The mode of instruction for this course is synchronous online. This means that we will meet at the scheduled class time (Thursdays 4:30 pm – 7:15 pm) in an online classroom via Zoom.

Technology Intensive, Hybrid, and Online Courses

This class adopts a synchronous, online format. Class will meet via Zoom on Thursdays from 4:30 pm to 7:15 pm. All instruction takes place online. Physical in-person or campus meeting may be required for the presentation of the program evaluation project at the end of the semester. Internet connectivity, a computer, and access to software apps (including Microsoft Office, Adobe Player, Canvas, etc.) are required for this class.

Students are required to have an electronic device (laptop, desktop or tablet) with a camera and built-in microphone. SJSU has a free equipment loan program available for students

(<https://www.sjsu.edu/learnanywhere/equipment/index.php>). Students are responsible for ensuring that they have access to reliable Wi-Fi during class. If students are unable to have reliable Wi-Fi, they must inform the instructor, as soon as possible to determine an alternative. See Learn Anywhere website for current Wi-Fi options on campus.

All written assignments will be submitted via Canvas, and must be in Microsoft Word (*.doc or *.docx). If you do not currently own Microsoft Word, the software (both PC and Mac) is available for free to students:

<http://www.sjsu.edu/it/services/collaboration/software/instructions.php>

Use of Camera in Class

Students are expected to turn their cameras on during class. For privacy reasons, please feel free to install and use a virtual background during class. Feel free to contact me if you have questions or concerns regarding this matter.

Zoom Classroom Etiquette

- **Mute Your Microphone:** To help keep background noise to a minimum, make sure you mute your microphone when you are not speaking.
- **Be Mindful of Background Noise and Distractions:** Find a quiet place to “attend” class, to the greatest extent possible.
 - Avoid video setups where people may be walking behind you, people talking/making noise, etc.
 - Avoid activities that could create additional noise, such as shuffling papers, listening to music in the background, etc.
- **Position Your Camera Properly:** Be sure your webcam is in a stable position and focused at eye level.
- **Limit Your Distractions/Avoid Multitasking:** You can make it easier to focus on the meeting by turning off notifications, closing or minimizing running apps, and putting your smartphone away (unless you are using it to access Zoom).
- **Use Appropriate Virtual Backgrounds:** If using a virtual background, it should be appropriate and professional and should NOT suggest or include content that is objectively offensive or demeaning.

Faculty Web Page and MYSJSU Messaging

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on my faculty web page at <http://www.sjsu.edu/people/firstname.lastname> and/or on [Canvas Learning Management System course login website](#). You are responsible for regularly checking with the messaging system through [MySJSU on Spartan App Portal](#) (or other communication system as indicated by the instructor) to learn of any updates. *For help with using Canvas see [Canvas Student Resources page](#).*

Course Learning Outcomes (CLOs)

Upon successful completion of this course, students will be able to:

- CLO 1. Independently explore and study a justice related issue.
- CLO 2. Formally present your work in both oral presentations and written reports.
- CLO 3. Constructively critique and discuss the work of others.
- CLO 4. Evaluate and synthesize different points of view in understanding a justice related issue.

Texts/Readings

Strongly Recommended Textbooks

American Psychological Association. (2020). *Publication manual for the American Psychological Association* (7th ed.). <https://doi.org/10.1037/0000165-000>

Turabian, K. L. (2018). *A manual for writers of research papers, theses, and dissertations* (9th ed.). The University of Chicago Press. <https://doi.org/10.7208/chicago/9780226430607.001.0001>

Other Readings

A minimum of 30 peer-reviewed articles must be incorporated throughout the applied project paper.

Other technology requirements / equipment / material

Internet access and a computer with camera and microphone are required for this class.

Library Liaison

For help with library resources and library research (including the use of databases and online research materials—such as journal search engines), students are strongly encouraged to contact the Justice Studies Library Liaison: Nyle Monday, nyle.monday@sjsu.edu, (408) 808-2041.

Course Requirements and Assignments

Description of Applied Project

In this assignment students are required to provide a brief description of the proposed topic for their applied project. The information included in this section will form the basis of their introduction section. Additional information is available on Canvas. **This assignment is due on Canvas on 9/01 by 11:59 pm.**

Review of Relevant Literature

The “Review of Relevant Literature” section should be divided into 3 to 4 subsections. One of the sub-sections in the “Review of Relevant Literature” section should be devoted to developing the theoretical framework. **Students must** include at least 20 peer-reviewed journal articles in this section. A minimum of 30 peer-reviewed articles must be incorporated throughout the applied project. Additional information is available on Canvas. **This assignment is due on Canvas on 9/08 by 11:59 pm.**

Applied Project Proposal

This proposal serves as a draft of the first half of your applied project. The proposal must be in paragraph format and structured with the following headings: cover page, abstract, introduction, review of relevant literature, methodology and references. Additional information is available on Canvas. **This assignment is due on Canvas on 9/15 by 11:59 pm.**

Findings and Analysis

This assignment serves as a draft of the second half of your applied project. The findings and analysis paper must be in paragraph format and structured with the following headings: results, discussion, conclusion, and references. Additional information is available on Canvas. **This assignment is due on Canvas on 11/17 at 11:59 pm.**

Applied Project Paper

This “Applied Project Paper” serves as part of your culminating activity for the MS in Justice Studies program. The paper must be in paragraph format and structured with the following headings: cover page, abstract,

introduction, review of relevant literature, methodology, results, discussion, conclusion, and references. Additional information is available on Canvas. **This assignment is due on Canvas on 12/01 at 11:59 pm.**

Applied Project Presentation

Students are required to present the research they conducted for their applied project to the class via PowerPoint and at the Graduate Student Showcase. PowerPoint presentations last between 9 to 10 minutes. Additional information is available on Canvas. **This assignment is due in class on 12/01 and at the Graduate Student Showcase on 12/07.**

“Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally three hours per unit per week) for instruction, preparation/studying, or course related activities, including but not limited to internships, labs, and clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus.”

Final Examination or Evaluation

Submission of the “Applied Project Paper” and presentation of the applied project at the Graduate Showcase will serve as the culminating activity for JS 297.

Grading Information

This is a credit/no-credit (CR/NC) course. In order to receive credit, students must complete all assignments/requirements associated to the applied project. If all requirements are not met, students will receive NC—unless they make prior arrangements with the professor to finish with an Report in Progress (RP) grade.

Classroom Protocol

All written assignments must be submitted by the due date in class or to the respective dropbox on Canvas. If you are unable to complete course requirements because of extenuating circumstances, please speak with (or email) the instructor before the due date for the assignment. Late assignments are not accepted in this class.

Justice Studies Reading and Writing Philosophy

The Department of Justice Studies is committed to scholarly excellence. Therefore, the Department promotes academic, critical, and creative engagement with language (i.e., reading and writing) throughout its curriculum. A sustained and intensive exploration of language prepares students to think critically and to act meaningfully in interrelated areas of their lives—personal, professional, economic, social, political, ethical, and cultural. Graduates of the Department of Justice Studies leave San José State University prepared to enter a range of careers and for advanced study in a variety of fields; they are prepared to more effectively identify and ameliorate injustice in their personal, professional and civic lives. Indeed, the impact of literacy is evident not only within the span of a specific course, semester, or academic program but also over the span of a lifetime.

University Policies

Per [University Policy S16-9](#), relevant university policy concerning all courses, such as student responsibilities, academic integrity, accommodations, dropping and adding, consent for recording of class, etc. and available student services (e.g. learning assistance, counseling, and other resources) are listed on [Syllabus Information web page](#) (<https://www.sjsu.edu/curriculum/courses/syllabus-info.php>). Make sure to visit this page to review and be aware of these university policies and resources.

JS 297 / Program Evaluation Project, Fall, 2022, Course Schedule

Course Schedule

Week	Date	Topics, Readings, Assignments, Deadlines
1	8/25	Introductions, Syllabus, Assignments Each student should come prepared to discuss the topic for their applied project and their proposed methodology.
2	9/01	Assignment Due: Description of Applied Project due on Canvas by 11:59 pm
3	9/08	Assignment Due: Review of Relevant Literature due on Canvas by 11:59 pm
4	9/15	Assignment Due: Applied Project Proposal due on Canvas by 11:59 pm
5	9/22	Individual Meetings with instructor via Zoom
6	9/29	In-class check-in. Students need to continue collecting and analyzing data.
7	10/06	In-class check-in. Students need to continue collecting and analyzing data.
8	10/13	Individual Meetings with instructor via Zoom
9	10/20	In-class check-in. Students need to continue collecting and analyzing data.
10	10/27	In-class check-in. Students need to continue collecting and analyzing data.
11	11/03	Individual Meetings with instructor via Zoom
12	11/10	In-class check-in. Students need to continue collecting and analyzing data.
13	11/17	Assignment Due: Findings and Discussion due on Canvas by 11:59 pm
14	11/24	Thanksgiving: NO Class
15	12/01	Assignment Due: PowerPoint Presentation of Applied Project due in Class Assignment Due: Applied Project Paper due on Canvas by 11:59 pm
Final Exam	12/07 @ from 11 am to 1 pm	Assignment Due: Graduate Student Showcase; PowerPoint Presentation of Applied Project