

San José State University
Department of Justice Studies
JS100W-81, Writing Workshop, Spring 2023

Course and Contact Information

Instructor: Greg Woods, J.D.
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Office Hours: Wednesdays, 12:00 PM - 1:30 PM, via Zoom and Thursdays, 9:00 AM - 10:30 AM, in person on campus by email appointment; Zoom links available for students through Canvas Announcements and email request.
Class Days/Time: Mondays & Wednesdays, 9:00 AM - 10:15 AM live streamed Zoom lectures; Recordings of all class sessions available through Canvas Modules.
Classroom: On Line; Invitations/Zoom links to live lectures through Canvas Announcements.

Course Description

Development of advanced communication skills, both written and oral. Emphasis on writing formats used by criminal justice professionals. A scholarly paper, written in APA format and informed by research, will be required. GE Area: Z Prerequisite: A3 or equivalent second semester composition course (with a grade of C- or better); Completion of core GE, satisfaction of Writing Skills Test and upper division standing. Allowed Declared Major: Justice Studies. Note: Must be passed with C or better (not C-) to satisfy the CSU Graduation Writing Assessment requirement (GWAR). 3 Units.

Course Format

Our class is offered completely online with no designated day/time meeting pattern. However, students are provided the opportunity to be virtually present and interact during regularly scheduled live streamed Zoom lectures and review subject matter during regularly scheduled Office Hours in person on campus, on Zoom and via email. Recordings of all class sessions, with other essential video materials, available through Canvas Modules. Other than our textbook, all other course materials available through Canvas Files.

Justice Studies Department 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.

Course Learning Outcomes (CLO)

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

1. *Critically examine social justice issues and develop a broader understanding of social justice and the relationship between social justice and social policy.*
2. *Reflect upon the relationship between race, class, gender, nationality and social justice.*
3. *Write reports, assignments, and papers with professional and academic aptitude demonstrating a familiarity of class materials.*
4. *Read academic materials with proficiency.*
5. *Contribute to class discussion in thoughtful, critical, and collaborative ways.*
6. *Students should read, write, and contribute to discussion at a skilled and capable level.*

Required Texts/Readings

No textbook is required.

Recommended Textbook

Schwartz, Beth M., Landrum, R. Eric and Gurung, Regan A. R. (2021). *An EasyGuide to APA Style* (4th edition). SAGE ISBN: 978-1-5443-2372-5

Students may purchase textbooks in the Spartan Bookstore and online.

Other Readings

Additional course materials will be found through Canvas Files and Modules.

Other technology requirements / equipment / material

Internet, computer, microphone & camera.

Library Liaison

Nyle Monday, Nyle.Monday@sjsu.edu, (408) 808-2041

<http://libguides.sjsu.edu/justicestudies>

Course Requirements and Assignments

Our class is offered completely online with no designated day/time meeting pattern. However, students are provided the opportunity to be virtually present and interact during regularly scheduled live streamed Zoom lectures and subject matter during regularly scheduled Office Hours on Zoom and via email. 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.

Weekly Assignments

Students will be assigned a total of eight (8) weekly writing and research assignments in class and as reflected below, are due at the conclusion of every other weekly class session as reflected below, or as instructed, and will consist of a minimum of a **two-to-three** paged double spaced typed analysis in 12-point font. (CLO 1, 2, 3, 4, 5 & 6)

Situation Analyses

Students will produce two (2) Situation Analyses (i.e. SA #1 & SA #2) throughout the course, to be assigned and explained extensively in class, due as reflected below in response to subject matter from class lecture and weekly readings, and will consist of a minimum of a **seven-to-ten** paged double spaced typed analysis in 12-point font. (CLO 1, 2, 3, 4, 5 & 6)

Final Project

Final Projects will require students to conduct independent research to craft a thesis paper specific to the justice system in the United States supported by reliable data, to be assigned and explained extensively in class, in the form of a **fifteen-to-twenty page** written analysis, **due during the last scheduled day of instruction (5/15)** as reflected below. Reliable sources for all assertions should be cited in the American Psychological Association (APA) format. (CLO 1, 2, 3, 4, 5 & 6)

Participation

Students are invited to participate via Zoom during live lectures in an informed, professional and respectful manner, check in during virtual Office Hours at least once during our semester to review course assignments, class status, success strategies and consistently submit quality work in a timely manner. Participation credit will also be rewarded in response to student preparedness and politeness during online class sessions and/or contribution to the virtual class experience. (CLO 2, 3, 4, 5 & 6)

Grading Information

Final grades will be evaluated as follows:

| | |
|------------------------|-----|
| Weekly Assignments (8) | 30% |
| Situation Analyses (2) | 30% |
| Final Project | 30% |
| Participation | 10% |

Determination of Grades:

| <i>Grade</i> | <i>Points</i> | <i>Percentage</i> |
|----------------|--------------------|-------------------|
| <i>A plus</i> | <i>960 to 1000</i> | <i>96 to 100%</i> |
| <i>A</i> | <i>930 to 959</i> | <i>93 to 95%</i> |
| <i>A minus</i> | <i>900 to 929</i> | <i>90 to 92%</i> |
| <i>B plus</i> | <i>860 to 899</i> | <i>86 to 89 %</i> |
| <i>B</i> | <i>830 to 859</i> | <i>83 to 85%</i> |
| <i>B minus</i> | <i>800 to 829</i> | <i>80 to 82%</i> |
| <i>C plus</i> | <i>760 to 799</i> | <i>76 to 79%</i> |
| <i>C</i> | <i>730 to 759</i> | <i>73 to 75%</i> |
| <i>C minus</i> | <i>700 to 729</i> | <i>70 to 72%</i> |
| <i>D plus</i> | <i>660 to 699</i> | <i>66 to 69%</i> |

| <i>Grade</i> | <i>Points</i> | <i>Percentage</i> |
|----------------|-------------------|-------------------|
| <i>D</i> | <i>630 to 659</i> | <i>63 to 65%</i> |
| <i>D minus</i> | <i>600 to 629</i> | <i>60 to 62%</i> |

Please Note: Extra credit will not be awarded, late assignments will not be accepted for credit without prior agreement.

Students have the right, within a reasonable time, to know their academic scores, to review their grade-dependent work, and to be provided with explanations for the determination of their course grades. **Students are encouraged to review their progress during Office Hours or by appointment no later than Week Eight (Wednesday, March 15th)** and periodically throughout the semester during office hours and/or by email appointment.

Classroom Protocol

Attendance/Punctuality

Our class is offered completely online with no designated day/time meeting pattern. However, students are provided the opportunity to be virtually present and interact during regularly scheduled live streamed Zoom lectures, Mondays and Wednesdays from 9:00 - 10:15 AM, and review questions and subject matter during regularly scheduled Office Hours on Zoom and via email. Regular attendance and punctuality are encouraged not required. Students who are routinely inattentive, discourteous or who choose not to contribute to classroom discussion and activities, will be noted and may result with up to 10% (one letter grade) deducted from the final grade.

Late Assignments

Late assignments will not be accepted for credit without prior agreement.

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.

Additional Information

All sources of information to support written assertions must be cited in the American Psychological Association (APA) Format. PLEASE NOTE: Detection of plagiarism will result with NO CREDIT.

JS100W-81/Writing Workshop, Spring 2023

Students are assigned reading, writing and research assignments during class and as reflected below.

Course Schedule

| Week | Date | Topics, Readings, Assignments, Deadlines |
|------|-------------------------|---|
| 1 | January 25 | Introductions/Course overview; Syllabus, Class, Project, Assignment formats; Introductions/Course overview; Syllabus, Class, Weekly Assignment, Situation Analysis & Final Project Formats; Persuasive & Informative writing in general; Approaches to Critical Thinking; the Five-Sentence Paragraph; the American Psychological Association (APA) citation style format; Writing Basics: Effective Thesis and Issue Statements; Review Assignment #1 (DUE 2/1); Discussion: <i>What is your raison d'être? (i.e. Personal mission statement).</i> |
| 2 | January 30 & February 1 | Assignment #1 (DUE 2/1); The Percipient & Expert witness; Jurisdictional Structures; Identifying and articulating key facts; Employing the SARA Model (Scanning, Analysis, Response, and Assessment/Evaluation) and the IRAC Method (Issue, Rule, Analysis, and Conclusion) to perfect written analysis of Criminal Justice and relevant legal issues; Statements of Fact; Writing Basics: Short, Clear Sentences with Concise, Concrete Words; Prepare, Submit and be ready to discuss Weekly Assignment #1; Assign Weekly Assignment #2 (DUE 2/15); Discussion: <i>Percipient Witness/Lt. John Pike and the Use of Force at UC Davis.</i> |
| 3 | February 6 & 8 | Assign Situation Analysis #1 (DUE NO LATER THAN 3/1); Review Assignment #1; Who, What, Where, When, Why and How of Investigations; Writing Basics: The Outline is Key; Voluntary one-on-one consultations; Discussion: <i>Laws as Legislative Solutions to Society's Problems resulting in Criminalized, Restricted Behavior for all.</i> |
| 4 | February 13 & 15 | Assignment #2 (DUE 2/15); Assign Final Project (DUE NO LATER THAN 5/15); In the Narrative: First Person, Past Tense, Active Voice & Chronological Order; Writing Basics: Supporting your Assertion with Reliable and Verifiable Information; Prepare, Submit and be ready to discuss Weekly Assignment #2; Assign Weekly Assignment #3 (DUE 3/1); Discussion: <i>BART Police officer Johannes Mehserle, Oscar Grant and the Duty to Protect and Serve.</i> |
| 5 | February 20 & 22 | Review Assignment #2; Review Final Project Assignment; Conducting Interviews; Writing Basics: The Rough Draft; Voluntary one-on-one consultations; Discussion: <i>National Security and Traditional Notions of Perfect Personal Liberty Contradicted by the Necessities of the State.</i> |

| Week | Date | Topics, Readings, Assignments, Deadlines |
|-------------|-----------------------|--|
| 6 | February 27 & March 1 | Assignment #3 & SA #1 (DUE 3/1); Affidavits & Search Warrants; Writing Basics: Know Your Reader; Prepare, Submit and be ready to discuss Situation Analysis #1 & Weekly Assignment #3; Assign Weekly Assignment #4 (DUE 3/15); Discussion: <i>Megan's Law, Compulsory Sex Offender Registration and California Penal Code Section 290.</i> |
| 7 | March 6 & 8 | Review Assignment #3; Review Situation Analysis #1; Distinguishing facts from opinion; Writing Basics: Case Brief and Memorandum formats; Voluntary one-on-one consultations; Discussion: <i>Tough on Crime Strategies, Mandatory Minimum Sentencing and the "Three Strikes" sentence enhancement law of California.</i> |
| 8 | March 13 & 15 | Assignment #4 (DUE 3/15); Assign Situation Analysis #2 (DUE NO LATER THAN 4/19); Review Assignment #4; Motions & Pleadings; Return and review Assignment #6; Writing Basics: Use Plain Language; Prepare, Submit and be ready to discuss Weekly Assignment #4; Assign Weekly Assignment #5 (DUE 4/5); Discussion: <i>Amber Alerts, Flash Mobs, Social Media and Law Enforcement.</i> |
| 9 | March 20 & 22 | Review Assignment #4; Review Situation Analysis #2, Final Project and Weekly Assignment #5; Objective & Subjective Standards; Writing Basics: Be Concise, Less is More; Voluntary one-on-one consultations; Discussion: <i>Surveillance, Body Cameras and Crime Prevention through Environmental Design.</i> |
| 10 | March 27 & 29 | SPRING RECESS. NO CLASSES IN SESSION! |
| 11 | April 3 & 5 | Assignment #5 (DUE 4/5); Review Final Project; Motions & Pleadings; Writing Basics: Use Plain Language; Prepare, Submit and be ready to discuss Weekly Assignment #5; Assign Weekly Assignment #6 (DUE 4/19); Discussion: <i>Amber Alerts, Flash Mobs, Social Media and Law Enforcement.</i> |
| 12 | April 10 & 12 | Review Assignment #5; Review Situation Analysis #2 and Weekly Assignment #6; Documentation & Memorialization; Writing Basics: Think Loose and Write Tight; Voluntary one-on-one consultations; Discussion: <i>Miranda and Custodial Interrogation rights in the 21st Century.</i> |
| 13 | April 17 & 19 | Assignment #6 & SA #2 (DUE 4/19); Qualities of a superior investigator; Writing Basics: Plagiarizing is a Bad Idea; Prepare, Submit and be ready to discuss Situation Analysis #2 & Weekly Assignment #6; Assign Weekly Assignment #7 (DUE 5/3); Discussion: <i>Incarceration rates, Recidivism, Release, Community Integration and Expungement.</i> |

| Week | Date | Topics, Readings, Assignments, Deadlines |
|---------------------------------------|----------------|---|
| 14 | April 24 & 26 | Review Assignment #6; Review Final Project, Situation Analysis #2 and Weekly Assignment #7; Crafting oral and written presentations; Writing Basics: Edit with Fresh Eyes; Voluntary one-on-one consultations; Discussion: <i>Credibility and Pretrial Witness Identification Methods.</i> |
| 15 | May 1 & 3 | Assignment #7 (DUE 5/3); Review Final Project and Weekly Assignment #7; Problem identification & Solution proposal; Writing Basics: Expect to Rewrite it; Prepare, Submit and be ready to discuss Weekly Assignment #7; Assign Weekly Assignment #8 (DUE 5/15); Discussion: <i>Improving Relationships between Law Enforcement Agencies and the Communities they Serve.</i> |
| 16 Final Project Due (5/15) | May 8, 10 & 15 | Assignment #8 (DUE 5/15); Review Assignment #7, A Game That Moves As You Play, A Work Forever in Progress; No Justice, No Peace; It's just us: Laws as Expressions of Community Demand; Final Project Due (5/15); Final Thoughts. |