



COURSE EXPECTATION LETTER

Subject:

AJ 102 CRN 70396

Email Contact Information:

cmitchell@riohondo.edu

Catalog Course Description:

This is an in-depth study of the legal responsibilities of the law enforcement and judicial segment of the administration of justice system which includes a past, present, and future analysis of the procedures of each subsystem within the administration of justice system from initial entry to final disposition, and the relationship each segment maintains with its system members.

After an introduction course, the next logical step is to address the area known as adjective law. This law sets out the basic procedures of law and cases to support the rationale behind the court's decision.

Student Learning Outcomes:

1. Given an example of a courtroom procedures students will correctly determine if it is appropriate for the circumstance.
2. -Presented with a narrative the students will correctly document the information with proper punctuation and grammar.
3. Presented with an example of criminal conduct students will correctly identify how case law applies.

By logging into Canvas you affirm that you are the student who enrolled in the course(s) and are the person who will complete the assigned work. Furthermore, you agree to follow the regulations regarding academic integrity, personal identification and the use of student information as described in BP 5500 (Standards of Conduct) and AP 5520 (Student Conduct Procedures) which are the Rio Hondo College student conduct codes that govern student rights and responsibilities. You acknowledge that failure to abide by the regulations set forth in BP 5500 and AP 5520 may result in disciplinary action, including expulsion from the college.

This is **NOT** a self-paced course. There are firm deadlines in this class. There are assignments due on a regular basis. Please plan your time carefully!

Textbook: Please consult the Bookstore for information at (562) 463-7345 or go to [Rio Hondo College Online Bookstore](#)

Over the course of the semester there will be regular instructor student contact.

Methods of student contact include:

Methods of regular instructor-student contact and peer review include but are not limited to:

- 1-Instructor narrative feedback and a numerical score on all written assignments (In general, late assignments submitted after the 2nd week will not receive full credit).
- 2-Numerical scores on all quizzes.
- 3-Additional instructor feedback and peer review on discussion topics.
- 4-Individual instructor contact for specific problems or questions through Canvas, via email at cmitchell@riohondo.edu, or by calling/texting (801) 953-6173.

5-Zoom meetings as needed.

You will receive feedback on assignments within 24 hours during the week and within 72 hours over weekends.

The instructor may drop you for non-participation.

There will be a one to three business day delay after an add code is used before a student may be able to log on to Canvas.

For students new to online classes, it is highly recommended that you take the Online Orientation through our Online Education website. This will help explain what online classes are like and familiarize you with how the class is laid out. The orientation can be found at: <http://www.riohondo.edu/canvas-orientation/>

Email Responses: Instructors will make every attempt to respond to students in a timely fashion. Responses can take up to 48 hours before a response is received, excluding weekends and holidays.

Disability: A Student with a verified disability may be entitled to appropriate academic accommodations. Please contact your instructor and/or the [Disabled Students & Programs](#) office at 562-908-3420 for more information.

Modifications and Disclaimer: The instructor reserves the right to modify the content of the course or any course procedure. It is the responsibility of the student to keep apprised of all changes. If the student wishes to drop the class he/she is responsible for initiating the drop. Do not take it for granted that you will be dropped. If you stop working and do not drop the course, you may get an undesirable grade.

Additional Information:

During the semester there will be events occurring in the nation that directly impact the public and law enforcement. They may be crime related, officer involved shootings, or issues of major interest to all of those served by the law enforcement community. These will result in relevant discussion topics.

Final Examination:

The final exam will be available on-line between Dec. 1st thru Dec. 9th.

STUDENTS WITH SPECIAL NEEDS:

Rio Hondo is sensitive to the instructional needs of our students and will make "appropriate academic adjustments" to ensure student success. If you need special accommodations, please contact your instructor through Canvas or via email at rsmith@riohondo.edu. You may also wish to contact: Disabled Students Program & Services, Science Bldg., Rm 330, phone: 562.463.4651.

Section 504 of the Rehabilitation Act of 1973 (Links to an external site.), Section 504 prohibited the discrimination of otherwise qualified individuals with a disability by any program or activity receiving Federal funding or other assistance. In regard to post-secondary education, Section 504 generally requires schools to provide "appropriate academic adjustments" to ensure against students with disabilities. If you are a disabled student, your responsibilities to the school are to identify yourself and the nature of your disability to the school and let them know that you intend to take advantage of their online learning program.

Attendance:

Students are assumed to be responsible enough to know that college courses require diligent effort. Roll is not called the same as in a campus class for the simple reason that students can "attend" class at any time day or night. Roll is taken by checking the progress of each student to ensure that they are keeping pace with the rest of the class, and that assignments are posted within the required time period. The concern is that students who fall behind in the course work will not complete all of the assignments by the end of the semester, resulting in fewer grade points and a lower grade.

Writers' Resource Center

Any student needing or desiring assistance for any writing in this course is encouraged to contact the Writers' Resource Center in LR126B or at 562-463-3122 or online at www.riohondo.edu/wrc (Links to an external site.). The WRC provides half-hour conferencing with English instructors on any part of the writing process for all disciplines (English and ENLA excluded). This is a free student service. Call, email, or go to the WRC to schedule an

appointment. Fall hours are Monday 10:00 a.m.--6:00 p.m.; Tuesday 10:00 a.m.--7:00 p.m.; Wednesday 9:00 a.m.--4:00 p.m.; Thursday 9:00 a.m.--4:00 p.m.; Friday 9:00 a.m.--12:00 p.m.