

## Imperial Valley College Course Syllabus –

### Basic Course Information

Semester	<b>Spring 2017</b>	Instructor Name	<b>Jesus J. Serrano</b>
Course Title & #	<b>CSI 104 Concepts of Probation &amp; Parole</b>	Email	<a href="mailto:Jesus.serrano@imperial.edu">Jesus.serrano@imperial.edu</a>
CRN #	<b>20702</b>	Webpage (optional)	
Room	<b>3212</b>	Office	<b>3207</b>
Class Dates	<b>February 13, 2017 June 9, 2017</b>	Office Hours	<b>Tue. 5:05 pm to 6:30 pm Wed. 5:30 pm to 6:30 pm Thu. 5:05pm to 6:30 pm Fri. 2:30 pm to 3:00 pm</b>
Class Days	<b>Friday</b>	Office Phone #	<b>760-355-6280</b>
Class Times	<b>8:00 am -11:10 am</b>	Office contact if student will be out or emergency	<b>Rhonda Ruiz 760-355-8280</b>
Units	<b>3</b>		

### Course Description

A survey of the historical development of probation and parole from early court procedures through modern practices with an emphasis on the operation of probation and parole agencies in California including such topics as probation and parole laws and procedures. (CSU).

### Student Learning Outcomes

#### STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Identify the historical development of the Probation system. (ILO4, ILO5)
2. Identify the different roles of a Probation and Parole Officer. (ILO2, ILO4)
3. Identify the basic concepts of Probation and Parole. (ILO1, ILO2, ILO3, ILO4, ILO5)

### Course Objectives

#### MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

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

1. Describe the historical development of the Probation system.
2. Recognize the basic scope and functions of Probation Services.
3. Describe the role of the Probation Officer regarding the Pre-Sentence investigation of the defendant
4. Describe the historical development of Parole Services.
5. Explain the basic scope and functions of Parole services.
6. Recognize the organizational components of the Parole system.
7. Explain the purpose and nature of Parole supervision, investigation and surveillance.

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8. Compare and contrast Institutional related community programs and community Halfway House treatment centers

### Textbooks & Other Resources or Links

Champion, Dean (2008). Probation. Parole. and Community Corrections (6th/e). Upper Saddle River, New Jersey Prentice Hall.  
**ISBN: 978-0136130581**

### Course Requirements and Instructional Methods

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

### Course Grading Based on Course Objectives

Total Points: 1000

Tests: Four tests at 100 points each	=400 Points
Final Exam	=100 points
Study Guides: 5 Study Guides at 50 point each	=250 points
Term Paper:	=200 Points
Class attendance and participation in discussion, group participations or activities	=50 points
Total	=1000 Points

A = 1000-900 B=899-800 C = 799-700 D=699-600 F= 599-0

**PLEASE NOTE:** Assignments are due on the date stated on the syllabus. Late assignments are subject to reduction of points make every effort so that it is turned in. The student will be given a zero for that assignment.

### Final Exam

Failure to take an exam will result in a zero for that exam unless prior approval is given by the instructor. Exams will be thirty minutes long and will be given at the start of class. If you are late to class, you will not be given extra time to take the exam. Bring a No. 2 pencil and Scranton form to class on exam days.

You must communicate to your instructor any problems that you are having with the course

### Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. **It is the student's responsibility to drop or officially withdraw from the class.** See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online

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courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.

- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as ‘excused’ absences.

### Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

### Academic Honesty

- Plagiarism is to take and present as one’s own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to correctly ‘cite a source’, you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment ;(c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment, (e) use of a commercial term paper service

### Additional Help – Discretionary Section and Language

- Blackboard support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
- Learning Labs: There are several ‘labs’ on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Learning Services (library). Please speak to the instructor about labs unique to your specific program
- Library Services: There is more to our library than just books. You have access to tutors in the learning center, study rooms for small groups, and online access to a wealth of resources.

### Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S

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office is located in Building 2100, telephone 760-355-6313 if you feel you need to be evaluated for educational accommodations.

### Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

### Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online at [http://www.imperial.edu/index.php?option=com\\_docman&task=doc\\_download&gid=4516&Itemid=762](http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762)

### Information Literacy

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

### Anticipated Class Schedule / Calendar

This is the course schedule. Make sure that you familiarize yourself with the reading assignments, assignments and test. This schedule is a tentative and may change without prior noticed. All assignment and test dates are subject to change.

Date or Week	Activity, Assignment, and/or Topic	
Feb. 17, 2017	Introduction	
Feb. 24, 2017	Chapter 1 Criminal Justice Components Locating Probation and Parole	
March 3, 2017	Chapter 2: Theories of Offender Treatment	
March 10, 2017	Chapter 3: An Overview of Community Corrections Types, goals, and Functions	
March 17, 2017	Chapter 4: Sentencing and the Presentence Investigation Report Background, Preparation, and Function	
March 24, 2017	Chapter 5: Probations and Probationers History, Philosophy, Goals and Functions <b>Test #1 Chapter 1 thru 3</b> <b>Study Guide is Due</b>	
March 31, 2017	Chapter 6: Programs for Probationers	
April 7, 2017	Chapter 7: Jails and Prisons	
April 14, 2017	Chapter 8: Parole and Parolees	
April 21, 2017	Chapter 9: Early Release, Parole Programs, and Parole Revocation <b>Test #2 Chapter 6 thru Chapter 8</b> <b>Study Guide is Due</b>	

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	<b>Term Paper Due</b>	
April 28, 2017	<b>Spring Break</b>	
May 5, 2017	Chapter 10: Probation/ Parole Organization and Operation Recruitment, Training, and Officer Relations	
May 12, 2017	Chapter 11: Probation and Parole Professionals	
May 19, 2017	Chapter 12: Offender Supervision Types of Offenders, and Special Supervisory Considerations <b>Test #3 Chapter 9 thru Chapter 11</b> <b>Study Guide is Due</b>	
May 26, 2017	Chapter 13: Juvenile Probation and Parole	
June 2, 2017	Chapter 14: Evaluating Programs Balancing Service Delivery and Recidivism Considerations <b>Test #4 Chapter 12 thru Chapter 14</b> <b>Study Guide is Due</b>	
June 9, 2017	<b>Final Exam</b>	