

Date: December 2005

- I. Course Name: Correctional Procedures
Course Prefix and Number: CJC 120
Credit Hours and Contact Hours: 3 credit hours - 3 contact hours
Catalog Description:
Development of corrections; the correctional client in local, state and federal correctional facilities; and court decisions implementing due process and civil rights for correctional clients.

II. Course Objectives and Outcomes

Upon completion of this course, the student will be expected to develop:

- 1-an understanding of the function of jails and prisons
- 2-an appreciation of the impact of the court system on the operation of jail and prisons
- 3-an understanding of who is found in the incarcerated setting
- 4-reading, writing, speaking, listening and teamwork skills.

Learning Outcomes:

- Students will demonstrate their ability to understand the course material and content in objectives #1, 2, and 3 by passing examinations.
- Objective #4 may be achieved through homework, class participation, and team and individual projects.

College Competencies – Writing, Oral Communications, Group Problem Solving, Reading, and Argument are the primary competencies addressed in this course.

This course serves as a criminal justice elective.

III. Methods of Instruction

- Types of course materials: This course may include a textbook and other material selected by the instructor.
- Methods of instruction: This course will be taught by lecture, discussion, group projects and presentation. There will also be several films used. When possible, a visit to a local correctional facility will be arranged.
- Assessment measures: Upon completion of this course students will have been assessed to measure their knowledge of the correctional client, the function of jails and prisons and the role of corrections.
- Method of Evaluation: Students may be evaluated using quizzes, tests, exams, research projects and term papers.

IV. General Outline of Topics covered

- Operation of jails and prisons
- Court cases regarding the rights of inmates
- The role of corrections in the criminal justice system