



Course Syllabus: Threat Assessment
College of Health Sciences and Human Services
CRJU 3323 Section 10106
Fall 2021 Aug 23 – Dec 11 2021

Contact Information

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Course Description

Credit 3 semester hours. An in-depth analysis of planning and administration for emergency management in the criminal justice environment (including public & not-for-profit sectors); the need for emergency planning, identification and allocation of resources, incident command procedure, and safety in the working environment.

Textbook & Instructional Materials

Lindell, Michael K., Carla Prater, Ronald W. Perry. (n.d.) *Fundamentals of Emergency Management*. Emmitsburg MD: FEMA Emergency Management Institute, Higher Education Project, 2006. Available online at <https://training.fema.gov/hiedu/aemrc/booksdownload/fem/>

Additional materials may be assigned.

Study Hours and Tutoring Assistance

TBA

Student Handbook

Refer to: [Student Handbook-2020-21](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

Grading

1. Introduction: (10 pts) Due to the internet course format, the personal profile is intended to help students get acquainted with each other. The

student's profile should include information that the student is willing to share about him or herself, for example, hometown, major, classification, work experience, and goals or objectives in life. If students have any problems or questions, they should contact the computing center. After the profile has been created, students have to introduce themselves in the introduction forum. Each student has a responsibility to post and welcome each other to this online class.

2. Examinations: (400 pts) There will be 4 exams including the final, which will primarily consist of multiple choice, true/false, and matching items. Fill-in-the-blank, short answer, and essay items may also be included. Each exam will be conducted online. Each student must take and finish each test within the time allotted.

3. Quizzes: (75 pts) Students must log-in to take quizzes by the due date (11:55 p.m. Sunday evenings). These quizzes are timed (5 minutes); therefore, students must be ready to take and finish the quiz before logging-in. Quizzes can only be viewed when students are taking them. If students have any questions regarding the quizzes, they should make a note and post that question in the chapter forum. Once everyone takes the quiz for a chapter, posted questions will be answered.

4. Discussion Forum: (60 pts) This is the primary method of communicating ideas with other students and the instructor. All students must participate in discussions about the readings, uploaded materials, websites, and outside materials in a true seminar fashion. This will be accomplished by the use of a discussion forum.

Students are required to log on to the course website regularly to participate in the discussion forum. Discussion board topics will be posted. Discussions will begin on Mondays and continue through Sunday evenings (11:55 p.m.). Students must begin discussions and must also react to, or comment on, other student's responses throughout the semester. Student responses must be substantive, not merely recognition that another student posted. Each student is expected to post an individual answer to the main topic each week, and then respond to MINIMALLY two other student's posts.

Student's participation in the above discussions will be graded. Considerations for grades will include but are not limited to the number of initiated discussions, the number of responses, timeliness, appropriateness, contribution value, and accuracy. Students that log on and respond to a question or topic but have clearly not read the assigned material will receive the lowest number of points possible. Students that log on, participate actively, and have clearly read the material may receive the highest grade possible. Average work will receive the median point value. Participation grades will occur randomly but equally for all students across the semester.

5. FEMA Emergency Management Institute NIMS compliant courses: (40 pts) Students must complete the 4 IS/ICS courses listed below and submit the certificate via email to the instructor for credit. Each course listed has a deadline for submission, although early submissions are allowed. These courses count for 10 points each.

All quizzes and exams must be completed as assigned. Otherwise, '0' points will be recorded for the missing work and grades will be calculated as usual.

Assignments	Points
Introduction Forum	10
Exams (4 at 100 points each)	400
Quizzes (15 at 5 points each)	75
Discussions (6 at 10 points each)	60
FEMA NIMS/IS/ICS certificates (4 at 10 points each)	40
Total Points	585

Total points for final grade.

Grade	Points
A	585-524
B	523-466
C	465-407
D	406-349
F	348-0

Homework

FEMA NIMS/ICS certificates must be submitted via D2L assignment submission application.

Quizzes

There are 15 quizzes in this course. Each quiz has a time limit of 5 minutes. Once the time limit has been exceeded, a score of "0" will automatically be entered.

Exams

There are 4 exams in this course. Each exam has a time limit of 60 minutes. Once the time limit has been exceeded, a score of "0" will automatically be entered.

Mid-Term Exam

Exam 2 is included in the total of 4 exams listed above.

Final Exam

Exam 4 is included in the total of 4 exams listed above.

Extra Credit

Extra credit assignments may be included at the instructor's discretion.

Late Work

Virtual classroom discussion depends on the preparedness of students. Discussions and participation on-line are a portion of the grade. It is not possible for students to "make up" missed discussions.

Missed exams and quizzes will be excused (with proper documentation) only for dire emergencies and approved university sponsored or sanctioned events. Work-related absences are generally not excused.

Make Up Work/Tests

If students miss an exam for a valid and university acceptable reason, they should contact the instructor immediately. Missed exams will be recorded as a "0" until the student presents a valid written excused absence and the instructor will keep this for the student's records. A make-up test may be given the following week, later in the semester, or at the end of the semester, at the discretion of the instructor. There are no make-ups for discussions.

Important Dates

Last day for term schedule changes: August 23-26

Deadline to file for graduation: September 27

Last Day to drop with a grade of "W:" October 25

Refer to: [Drops, Withdrawals & Void](#)

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

Attendance

This class is completely online; there are no class meetings. All homework, assignments, discussions, and examinations are to be completed online no later than the final due dates for each assignment stated in the course schedule. If students have questions regarding the reading material, quizzes, and exams, they should post questions in the appropriate forum. Other students may have the same or similar questions. Students may also email (preferred method) or call me if additional instructions are needed.

Online Computer Requirements

A computer with an internet connection (High Speed Internet, Cable or DSL, is **strongly** recommended). Desire2Learn will be utilized. Students may need to use Mozilla Firefox; other browsers will not always work. Do not take the chance with your grade.

Taking an online class requires you to have access to a computer (with Internet access) to complete and upload your assignments. It is your responsibility to have (or have access to) a working computer in this class. **Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.** Computers are available on campus in various areas of the buildings as well as

the Academic Success Center. **Your computer being down is not an excuse for missing a deadline!!** There are many places to access your class! Our online classes can be accessed from any computer in the world which is connected to the internet. Contact your instructor immediately upon having computer trouble. If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into [D2L](#).

Instructor Class Policies

Academia is dependent on the ability of all participants to freely express ideas. Many of our discussions involve ideas or behaviors that may be offensive but this does not mean that our discussions should be offensive. Students must be courteous, tolerant, and refrain from personal attacks when others' beliefs differ from theirs. There are limits on freedom of expression, which carry penalties within the university and under the law if not observed. Please refrain from comments that could be considered obscene, harassing, menacing, hostile, or slanderous.

The use of correct grammar, punctuation, and spelling (no internet/text acronyms) are expected in all written forms of communication associated with this course.

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exist in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide

appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

College Policies

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [Undergraduate Catalog](#)

Notice

Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Course Schedule:

Again, the instructor reserves the right to adjust the schedule as needed. It is incumbent on each student to monitor Desire2Learn and their official email account REGULARLY. Dates may change. Assignments may be adjusted. Additional work may be suggested or necessitated based on current environmental and situational issues. Accessing these accounts once per week will not be sufficient if an above average grade is desired. This is the student's responsibility!!

Caution: Do not wait until the last minute to complete discussions or quizzes. There may be problems with internet connections, Desire2Learn, work or family issues, etc.

Course Schedule

Week or Module	Activities/Assignments/Exams	Due Date
Week 1 8/23-8/29	Introduction Forum	8/29
Week 2 8/30-9/5	Discussion Topic 1 w/ responses Quiz 1	9/5
Week 3 9/6-9/12	Discussion Topic 2 w/ responses Quiz 2 Quiz 3	9/12
Week 4 9/13-9/19	Quiz 4 Exam I (Chapters 1-4)	9/19
Week 5 9/20-9/26	Discussion Topic 3 w/ responses Quiz 5 Quiz 6	9/26
Week 6 9/27-10/3	Discussion Topic 4 w/ responses Quiz 7	10/3
Week 7 10/4-10/10	Quiz 8 Exam II (Chapters 5-8)	10/10
Week 8 10/11-10/17	Discussion Topic 5 w/ responses Quiz 9	10/17
Week 9 10/18-10/24	FEMA IS-100 certificate Quiz 10	10/24
Week 10 10/25-10/31	FEMA IS-230 certificate Quiz 11	10/31
Week 11 11/1-11/7	Quiz 12 Exam III (Chapters 9/12)	11/7
Week 12 11/8-11/14	IS-700 certificate Quiz 13	11/14
Week 13 11/15-11/21	IS-800 certificate Quiz 14 Quiz 15	11/21
Week 14 11/22-11/28	Thanksgiving Break No assignments due	11/28
Week 15 11/29-12/4	Discussion Topic 6 w/ responses Exam IV (Chapters 13-15)	12/4