

Educational Security Administration

CRJU 4123 | Course Syllabus

Midwestern State University | Criminal Justice

Contact Information

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Course Description

Examines school safety and security, including school security issues, emergency preparedness, legal aspects of school law enforcement, emergency response, crisis management, crime prevention, and the use of deterrents.

Textbook and Instructional Materials

Required text: Fennelly, L. J., and Perry, M. A. (2014). The Handbook for School Safety and Security: Best Practices and Procedures. ISBN 978-0-12-800568-2; eBook ISBN 978-0-12-800625-2.

The textbook may be purchased through the MSU Texas bookstore. Additional readings, websites, and instructional materials may be assigned through D2L.

Course Format

This course is delivered fully online with no scheduled in-person class meetings. Homework, assignments, discussions, quizzes, and examinations must be completed online by the deadlines posted in D2L. Students should use the appropriate D2L forum for questions about course readings, quizzes, and exams when the answer may benefit the class. Students may also contact the instructor by email or telephone.

Study Hours and Tutoring Assistance

Students should plan regular weekly time for reading, viewing course materials, participating in discussions, and completing assessments. Tutoring and academic-support availability may vary by semester; consult the current MSU Texas student-support information or contact the instructor for guidance.

Course Requirements and Grading

Table 1: Points Allocated to Each Assignment

Assignment	Points
Introduction and personal profile	10
Examinations, including final exam	200
Quizzes	100
Discussion forums	100
Total	410

Table 2: Final Grade Scale

Grade	Percentage of Total Points
A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	Below 60%

The equivalent point ranges will be calculated from the 410 points available in the course. Grades are based on points earned; missing work receives zero points unless an approved exception applies.

Introduction and Personal Profile

Because this is an online course, the personal profile helps students become acquainted. Include only information you are willing to share, such as hometown, major, classification, work experience, and personal or professional goals. After creating the profile, introduce yourself in the introduction forum and welcome your classmates.

Examinations

There will be six examinations, including the final examination. Exams will primarily contain multiple-choice, true/false, and matching questions; fill-in-the-blank, short-answer, or essay questions may also be included. Each examination is administered online and must be completed within the allotted time.

Quizzes

Quizzes must be completed by the deadline posted in D2L, generally 11:59 p.m. on Sunday. Quizzes are timed and may be viewed only while they are being taken. Students should be prepared to finish a quiz before beginning it. Questions about quiz content should be noted and posted in the appropriate chapter forum after completing the quiz.

Discussion Forums

Discussion forums are the primary method for exchanging ideas with classmates and the instructor. Students must discuss assigned readings, uploaded materials, websites, and outside materials in a seminar-style format.

- Post an individual response to the main topic each week.
- Respond substantively to at least two classmates' posts.
- Participate throughout the discussion period, which generally runs Monday through Sunday at 11:59 p.m.
- Use correct grammar, punctuation, and spelling; avoid text-message acronyms.

Discussion grades may consider the number of posts and responses, timeliness, appropriateness, contribution value, and accuracy. Posts that do not demonstrate engagement with the assigned material may receive minimal credit. Missed discussions cannot be made up.

Late Work and Make-Up Work or Tests

All quizzes and examinations must be completed as assigned. A zero will be recorded for missing work unless the instructor approves an exception. If an examination is missed for a valid, university-acceptable reason, contact the instructor immediately and provide written documentation. At the instructor's discretion, a make-up examination may be given the following

week, later in the semester, or at the end of the semester. Work-related absences are generally not excused. There are no make-ups for discussions.

Incomplete Grades

A grade of Incomplete (I) will be issued only in rare circumstances when a student cannot complete work near the end of the course because of truly exigent circumstances and otherwise meets university requirements for an incomplete grade.

Desire-to-Learn (D2L)

D2L is the primary source for assignments, examination materials, announcements, grades, and course information. Students are expected to log in regularly and be familiar with the platform. [Access MSU Texas D2L](#). Contact the appropriate D2L support technicians or the instructor if difficulties occur.

Online Computer Requirements

Students need a computer with a reliable internet connection. High-speed cable or DSL service is strongly recommended. A current, supported web browser is required; if one browser does not function correctly with D2L, use another supported browser. Do not wait until an assignment deadline to test equipment or connectivity.

Attendance and Participation

In this online course, attendance is demonstrated through regular D2L access, timely submission of work, and meaningful discussion participation. Virtual class discussions depend on student preparation. Missed examinations and quizzes are excused only with appropriate documentation for dire emergencies or approved university-sponsored or sanctioned events.

Instructor Class Policies

Etiquette, Communication Expectations, and Freedom of Expression

Academic work depends on the ability of participants to express and examine ideas freely. Course topics may involve ideas or behaviors that some find offensive, but discussion itself must remain civil. Students must be courteous and tolerant and must refrain from personal attacks. Do not post comments that are obscene, harassing, threatening, hostile, or defamatory.

Respectful Learning Environment

The instructor considers this course a place where every person will be treated with respect regardless of gender, race, ethnicity, national origin, religious affiliation, sexual orientation, political beliefs, age, or disability. Diversity of thought is welcomed and encouraged when participants can disagree respectfully.

Recording Classes

Recording course content or class interactions is generally prohibited without the instructor's explicit permission. When permission is granted, recordings are for personal use only and may not be uploaded, shared, transmitted, or published without prior consent. Disability-related recording accommodations must be approved through Disability Support Services.

Academic Misconduct Policy and Procedures

All students are expected to maintain the highest standards of academic honesty. Cheating, plagiarism, unauthorized assistance, and other unethical practices will not be tolerated. Consequences may include a failing grade on the assignment and/or in the course, consistent with university policy.

Plagiarism includes presenting another person's words, ideas, reasoning, or work as your own without appropriate citation, whether the material is quoted, paraphrased, or summarized. Students

may study together before an assessment but may not collaborate while taking an individual quiz or exam. Submitting work previously used for credit without prior permission is also prohibited. For university standards and procedures, consult the [Office of Student Conduct](#) and the current Student Handbook.

Student Honor Creed

As an MSU student, I pledge not to lie, cheat, steal, or help anyone else do so.

Students share responsibility for maintaining a community in which integrity and honorable conduct are the norm. Each student is expected to submit honest, original work and to avoid giving or receiving unauthorized assistance.

Student Handbook

Students are responsible for university policies and procedures contained in the [MSU Texas Student Handbook](#).

Moffett Library

Moffett Library provides books, peer-reviewed journals, databases, multimedia materials, equipment checkout, study rooms, and research assistance for on-campus and remote students. Visit the [Moffett Library get-started page](#) to explore available resources and services.

Services for Students with Disabilities

In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University provides reasonable accommodations to ensure equal opportunity for qualified students with disabilities. Students seeking accommodations should apply through Disability Support Services, located in the Student Wellness Center, at (940) 397-4140. Current documentation may be required, and each request is reviewed individually.

Additional information is available from [Disability Support Services](#).

Emergency Aid Resources for Basic Needs

Unexpected circumstances can affect housing, utilities, food, transportation, healthcare, technology, textbooks, or other necessities. MSU Texas may have resources available to help. For assistance, contact the Office of Student Affairs, Clark Student Center Room 108, (940) 397-7500, or student.affairs@msutexas.edu.

Review the university's [Student Emergency Support and Resources](#) page for current options.

Important University Dates and Schedule Changes

Students are responsible for current deadlines for schedule changes, graduation applications, drops, withdrawals, and refunds. Dates vary by term.

Consult the [MSU Texas academic calendar](#) and the university's published registration information.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn may be eligible for a refund of some tuition, fees, or room and board charges. If the student received financial aid, some or all of a refund may be returned to the applicable aid programs. Students should consult current university policies because eligibility and calculations depend on the circumstances and withdrawal date.

College and Campus Policies

Campus Carry

Licensed individuals may carry a concealed handgun in permitted areas on a public university campus, subject to university rules and legal requirements. Open carry of handguns is not permitted on college campuses. Review the current MSU Texas Campus Carry rules and policies.

Alcohol, Drugs, Smoking, and Tobacco

Students must comply with university policies and all applicable local, state, and federal laws concerning alcohol, illicit drugs, smoking, and tobacco on university property and at university-sponsored activities.

Active Aggressor Preparedness

Campus safety is a shared responsibility. Students are encouraged to review MSU Police Department guidance on responding to an active aggressor, including the Run, Hide, Fight options and related emergency-preparedness resources.

Grade Appeal Process

A student who believes a final course grade was assigned incorrectly should follow the grade-appeal procedures in the current university catalog and Student Handbook, beginning with timely communication with the instructor.

Course Schedule

The schedule is tentative. Specific chapters, activities, assessments, and due dates are posted in D2L. The instructor may revise the schedule, course procedures, assignments, or syllabus when needed; changes will be communicated through D2L.

Table 3: Course Activity Schedule

Course Component	Activities and Assessments	Due-Date Source
Orientation	Review syllabus and faculty expectations; create profile; post introduction; welcome classmates.	D2L course calendar
Weekly modules	Complete assigned readings and materials; participate in the discussion forum; complete assigned quizzes.	D2L module and course calendar
Examinations	Complete six online examinations, including the final examination, within the allotted time.	D2L course calendar
Final module	Complete the final examination and any remaining assigned course activities.	D2L course calendar