

**STATE UNIVERSITY OF NEW YORK
COLLEGE OF TECHNOLOGY
CANTON, NEW YORK**



MASTER SYLLABUS

JUST 302 – INFORMATION MANAGEMENT IN CRIMINAL JUSTICE

Created by: Michelle L. Currier, PhD

**SCHOOL OF SCIENCE, HEALTH AND CRIMINAL JUSTICE
CRIMINAL JUSTICE DEPARTMENT
FALL 2018**

- A. **TITLE:** Information Management in Criminal Justice
- B. **COURSE NUMBER:** JUST 302
- C. **CREDIT HOURS:** 1 credit hour, 1 lecture hour per week
- D. **WRITING INTENSIVE COURSE:** No
- E. **GER CATEGORY:**
- F. **SEMESTER(S) OFFERED:** Fall and Spring
- G. **COURSE DESCRIPTION:** This course introduces students to the organization, use, and retrieval of information resources in the fields of criminology and criminal justice, and related disciplines. Open-web data sources are compared against peer-reviewed sources for credibility, authority, relevancy, accuracy, and purpose.
- H. **PRE-REQUISITES:**
 - a. 45 credit hours or permission of instructor;
 - b. Pre-requisite(s): CJ, CI, LEL, HS or FC majors only.

I. **STUDENT LEARNING OUTCOMES:**

<u>Course Student Learning Outcome [SLO]</u>	<u>PSLO</u>	<u>GER</u>	<u>ISLO</u>
a. Identify conventions of contemporary information organization and storage.	PLO 4 – Demonstrate fluency in locating, evaluating and using criminological research, evidence and data.		3. Foundational Skills [IM]
b. Utilize the open web, print resources, and electronic databases to locate information resources.	PLO 4 – Demonstrate fluency in locating, evaluating and using criminological research, evidence and data.		3. Foundational Skills [IM]
c. Demonstrate ability to evaluate criminological research, evidence and data.	PLO 4 – Demonstrate fluency in locating, evaluating and using criminological research, evidence		3. Foundational Skills [IM]

	and data.			
--	-----------	--	--	--

KEY	<u>Institutional Student Learning Outcomes [ISLO 1 – 5]</u>
ISLO #	ISLO & Subsets
1	Communication Skills Oral [O], Written [W]
2	Critical Thinking <i>Critical Analysis [CA] , Inquiry & Analysis [IA] , Problem Solving [PS]</i>
3	Foundational Skills <i>Information Management [IM], Quantitative Lit./Reasoning [QTR]</i>
4	Social Responsibility <i>Ethical Reasoning [ER], Global Learning [GL], Intercultural Knowledge [IK], Teamwork [T]</i>
5	Industry, Professional, Discipline Specific Knowledge and Skills

J. **APPLIED LEARNING COMPONENT:** Yes _____ No X _____

K. **TEXTS:**

Hosier, A., Bullis, D., Bernard, D., Bobish, G., Holden, I., Hecker, J, Loney, T. & Jacobson, T. The information literacy user's guide: An open, online textbook. Open SUNY Textbooks. Retrieved from <https://textbooks.opensuny.org/the-information-literacy-users-guide-an-open-online-textbook/>

SUNY Canton Library. (2015). *Library research e-textbook*. Retrieved from http://researchguides.canton.edu/etextbook_student.

L. **REFERENCES:** n/a

M. **EQUIPMENT:** FLEX technology

N. **GRADING METHOD:** A-F

O. **SUGGESTED MEASUREMENT CRITERIA/METHODS:**

- Exams
- Projects

P. **DETAILED COURSE OUTLINE:**

- I. Introduction to Information Management in CJ
 - A. The Scope of the Information Landscape
- II. Information Sources
 - A. Databases
 - B. Print Content
 - C. The Open Web

- A. Defining the Information Need
- B. Search Strategies
 - a. Controlled Vocabularies
 - b. Keywords
 - c. Boolean Searching
 - d. Truncation
 - e. Lateral Searching
- IV. Assessing Information
 - a. Currency
 - b. Relevancy
 - c. Authority
 - d. Accuracy/Bias
 - e. Purpose
- V. Organizing Information Effectively and Ethically