



**BACHELOR OF SCIENCE
IN CRIMINAL JUSTICE**

PROGRAM HANDBOOK

2021-2022

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE HANDBOOK

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I. INTRODUCTION AND WELCOME:

Hello and welcome to Rivier University's Bachelor of Science in Criminal Justice (CJ) Program.

We are pleased to have you join Rivier's CJ Program. Few professional fields have seen as dramatic a rate of growth or include as wide a range of professions as criminal justice. In 2013, approximately 2.4 million persons were employed in the nation's justice system. Although the largest percentage of individuals (40%) were employed by local law enforcement agencies, large numbers also worked in corrections and in judicial and legal services, including with juveniles and in victim services. Source: *Justice Expenditure and Employment Extracts, 2013 - Final - Statistical Tables* (Wash. D.C.: U.S. Dept. of Justice). Retrieved from: <https://www.bjs.gov/index.cfm?ty=pbdetail&iid=6308>.¹

Whether you intend to become a police, probation/parole or corrections officer; work for the Federal Bureau of Investigation, Immigration and Customs Enforcement or other Federal law enforcement agency; assist victims of crime; or, continue your education by entering a law school or other graduate program, this program will provide you a strong theoretical basis to think critically about the assumptions and beliefs that underlie the American criminal justice system, and about the institutions, tools, and practices that society has adopted in its fight against crime. In addition, the program recognizes the importance of practical hands-on knowledge and experience, and partners with criminal justice professionals to teach courses and guest lecture. The program includes a mandatory internship-seminar, during which students intern with an office or agency involved in the criminal justice system, and work with their peers, and with Rivier faculty and career counselors to develop their professional resumes and job-searching skills. Finally, because one never knows where life's journey will take them, Rivier's CJ Program stresses skills that are transferrable and necessary for all professionals and an engaged citizenry, including: (i) critical thinking; (ii) effective oral and written communication; and (iii) the careful and reasoned consumption of information.

This **Handbook** provides an overview of the program leading to a Bachelor of Science in Criminal Justice. Please refer to the **Undergraduate Catalog** available at <http://catalog.rivier.edu/index.php> for descriptions of the undergraduate curriculum, including core requirements, and other undergraduate programs offered by Rivier University. Students are encouraged to read this **Handbook**, the **Undergraduate Catalog**, and the **Rivier University Student Handbook**, which is available at:

¹ It can be difficult to categorize those professions involved in the criminal justice system. For example, according to the Department of Labor, as of 2015 over 3.3 million persons were employed in "protective service occupations", a broad category of professions that is largely made up those that are involved in the criminal justice system, but which also include a small number of non-criminal justice professions, such as firefighters. The category does not include attorneys who work in the criminal justice field or victim advocates, professions that were included in the Labor Department's earlier "justice system" designation from 2007.

https://www.rivier.edu/uploadedFiles/Student_Life/student-handbook.pdf . Additional inquiries should be directed to Associate Professor Eric Gentes, Esq., Director of the Criminal Justice Program, (603) 897-8266 or egentes@rivier.edu.

II. THE RIVIER MISSION:

Founded in 1933 by the Sisters of the Presentation of Mary, Rivier University is a Catholic institution of higher education dedicated to transforming hearts and minds to serve the world. As a co-educational institution of higher learning, the University is dedicated to the education of undergraduate and graduate students in both the liberal arts and professional courses of study.

Committed to the faith heritage, intellectual tradition, and social teachings of the Roman Catholic Church, the University educates the whole person in the context of an academic community that cultivates critical thought, sound judgment, and respect for all people. This community supports the intellectual growth of all its members while offering them opportunities for social, cultural, moral, and spiritual development. The challenge to the University community is to search for truth through the dialogue between faith and reason.

Rivier creates an environment in which integrated learning is the shared responsibility of students, faculty, staff, and administrators, and is pursued in all the curricular and co-curricular programs of the University. To participate in the life of Rivier University is to strive for academic excellence, to take responsibility for ourselves and for others, and to engage in dialogue about basic human issues facing society, especially the plight of the poor and powerless. The University extends to all of its members and also to the greater community an invitation to join in intellectual inquiry and dialogue.

III. MISSION AND CORE BELIEFS OF THE RIVIER UNIVERSITY CRIMINAL JUSTICE PROGRAM:

The mission of the Rivier University's CJ Program is to prepare students upon graduation for careers in the challenging and rewarding field of criminal justice, or to enter and succeed in law school or other graduate program. Underlying the entire CJ curriculum is the core belief that a career in criminal justice is a form of public service that requires an especially strong dedication to the public good and professionalism. In addition, criminal justice professionals work in a dynamic environment, in which close supervision by superiors is often impossible. Thus, in order to do one's job effectively, criminal justice professionals need to be able to exercise a high degree of discretion, often in challenging, fast-paced situations.

With this mission and these core beliefs in mind, upon graduation CJ Majors should be able to:

1. Apply theories of crime, the criminal law, and the criminal justice system, to solve problems of social and economic injustice.

2. Formulate recommendations for legal and policy changes that are consistent with Rivier University's Mission to "transform hearts and minds to serve the world, utilizing the principles of criminal law and criminal justice system while taking into account the context of American history and social policy.
3. Conduct legal research utilizing statutory and case law, apply the law to the facts of a given case to make informed legal and factual decisions, and critically consume criminological research and literature.
4. Make ethically sound decisions based on one's governing code of professional ethics, and explain how ethics must guide criminal justice professionals as public servants who are held to the highest level of accountability for their actions.
5. Analyze and make recommendations to address, the harm suffered by victims and co-victims of crime, and the criminal justice system's historic failure to treat such individuals with the respect and compassion that they deserve. □
6. Describe the career opportunities for college graduates of a criminal justice program, create a career development action plan, and carry-out a job search and present oneself to potential employers in a professional manner that reflects positively on oneself, and one's academic community.

IV. PROGRAM COMPONENTS:

The CJ Program is a 120 credit program, 42 of which are to be taken within the major. They are broken down as follows:

GENERAL EDUCATION REQUIREMENTS (MINIMUM 42 CREDITS)

MAJOR REQUIREMENTS (42 CREDITS)

Criminal Justice (27 credits)

- CJ 160 - Introduction to Criminal Justice. Credits: 3
- CJ 200 - Legal Writing & Research. Credits: 3
- CJ 220 - Criminal Law and Procedure. Credits: 3
- CJ 240 - Policing. Credits: 3
- CJ 270 - Introduction to Victimology. Credits: 3
- CJ 326 - Juvenile Justice. Credits: 3
- CJ 330 - Corrections and Community Supervision. Credits: 3
- CJ 395 - Internship/Practicum. Credits: 3, 6 or 9 (depending on the # of hours interned)
- CJ 400 - Professional Ethics. Credits: 3

Related Science, History, Social Science (15 credits)

- HIS 102 - United States History II. Credits: 3
- HIS 401 - Constitutional History of the U.S. Credits: 3
- POL 252 - U.S. Federal, State and Local Government. Credits: 3
- PSY 230 - Forensic Psychology. Credits: 3
- SOC 203 - Criminology. Credits: 3

DEGREE REQUIREMENTS (120 CREDITS)

CRIMINAL JUSTICE COURSE DESCRIPTIONS – REQUIRED COURSES:

CJ 160 - Introduction to Criminal Justice

This course is for students who intend to enter one of the many professions associated with the criminal justice system and those who have a general interest in the topic. Through readings, discussions, papers and experiential learning, students will become familiar with the broad outlines of the criminal justice system, including the causes of crime, and the prevention, investigation and punishment of crime. Students are required to participate in a tour of the NH State Prison, or to arrange their own “personal field trip”, such as police ride-along.

CJ 200 - Legal Writing & Research

Students begin by learning the importance of good writing for all criminal justice professionals, as well as common mistakes and ways to improve their writing. Students write mock police reports, and role-play as probation officers, during which they document meetings with “probationers” and probation violations. Students review the application of social science research to the field of criminal justice, and learn how to conduct such research. Students end the semester by writing annotated bibliographies and an article critiques.

CJ 220 - Criminal Law & Procedure

Students learn how to analyze criminal statutes and judicial decisions, and apply them to the facts of a given case. Next, students review key crimes, including their elements and possible defenses (known as substantive criminal law), and the rules the government must follow when it seeks to enforce the law, including protections contained in the Bill of Rights (known as criminal procedure). Finally, students learn how a typical case moves through the justice system, beginning with an arrest and ending with a trial and any appeal.

CJ 240 - Policing

Introduces students to the history of law enforcement and punishment in the United States and addresses constitutional provisions that apply in law enforcement. Students will participate in experiential learning concerning several of the constitutional aspects of law enforcement such as

searches, arrests, and evidence collection and preservation. The course culminates with a discussion of current problems in society, including homeland security and how law enforcement is addressing these issues, especially in light of modern technology and the many facets of security operations in a variety of settings. A one-credit service-learning project may be taken in conjunction with this course.

CJ 270 – Introduction to Victimology

This course is a general introduction to victimology, a field within criminology that focuses on victims of crime. Issues to be explored include categories of victimization, the victim's role in the offender-victim relationship, theoretical paradigms associated with victimization, and the criminal justice system's response to victimization. The course will also explore the scope and pattern of criminal victimization, potential risk factors associated with crime victimization, the impact of victimization on individuals and society as a whole, and services for crime victims and the professions that provide such services.

CJ 326 - Juvenile Justice

This course explores the nature and causes of juvenile delinquency, and how society responds to, and seeks to prevent it. Subjects covered include defining and measuring delinquency, individual risk factors and environmental influences associated with delinquency, theories regarding the causes of delinquency, and the juvenile justice system, including and how it compares to and differs from the adult criminal justice system. Special attention is paid to the juvenile court and correctional systems, when juveniles may be tried as adults, and the effect doing so has on individual offenders and society as a whole, including the ethical consequences.

CJ 330 - Corrections & Community Supervision

This course examines the key roles played by corrections (jails and prisons) and community monitoring (probation/parole departments) in the criminal justice system. Students will also learn about diversion and alternative sentencing programs such as drug and mental health courts. The course examines how these parts of the criminal justice system try to achieve the sometimes seemingly contradictory goals of meting out just punishment to those convicted of crimes, protecting society and rehabilitating offenders.

CJ 395 - Internship/Practicum

Students complete an internship with a police department, probation/parole office, court, law office, or other entity involved in the criminal justice system. Students attend a weekly seminar to discuss their experiences and job opportunities in the field of criminal justice. In addition, students work on their resumes and cover letters, give a series of presentations to the class about

their internship site, and engage in a mock job interview with the instructor. Students have the option of interning either 100 hours for three credits, or 220 hours for six credits.²

CJ 400 - Professional Ethics

This course examines ethical issues faced by criminal justice professionals in carrying out their duties and responsibilities, including ethical issues faced by police and corrections officers, prosecutors, defense attorneys and judges. Students will review the laws, rules and professional standards that govern conduct by various criminal justice professionals. In addition, students will review specific case studies in order to gain a fuller understanding of the subject matter. Finally, students will be confronted with specific ethical dilemmas and asked to explain and justify their response.

CRIMINAL JUSTICE COURSE DESCRIPTIONS - ELECTIVES:

CJ 210 - Crime Scene Investigation

This course focuses on practical aspects of crime scene investigations and related topics. Subjects include securing a crime scene; collecting and processing evidence; interviewing witnesses and interrogating suspects; documenting investigations, including drafting police reports; and the constitutional limits and requirements of criminal investigations. The course includes a significant amount of practicable hands-on instruction by the professor.

CJ 214 - Internship

The internship provides students with actual experience in a legal or related setting. Students intern a minimum of 120 hours for 3 credits, or 240 hours for 6 credits with a police department, probation/parole office, court, law office, or other entity involved in the criminal justice system.

CJ 230 - International Human Rights

We will explore the meaning of the term “human rights” including the debates of whether they are universal or relative. The course will also include a study of the following: the ethical and philosophical sources for human rights; the international human rights regime established after World War II; the treaties and customary law that form the legal basis of international human rights; and the various courts and tribunals that have been established to enforce human rights. The course will conclude with an examination of specific case studies, such as the “dirty” wars in Latin America and the struggle against Apartheid.

CJ 301 - Drugs and the Criminal Justice System

² The reason why students taking the course for six, as opposed to three, credits intern more than twice as many hours is because the amount of classwork related to preparing students to enter the job market remains the same.

Students learn about the impact of illegal drug use on American society and the criminal justice system's response to this use. Specific topics covered include a review of widely abused illegal drugs and their effects on users, social and criminal correlates associated with drug use, and historical and current U.S. drug laws. Students review contemporary debates confronting U.S. citizens and policymakers including the role of treatment vs. enforcement and the current trend of decriminalization and legalization of marijuana.

CJ 313 - Summer Internship

This course allows students to intern with a police department, court, victim assistance office, or other entity involved in the criminal justice system anywhere, including other countries, provided they have access to the internet. Students intern a minimum of 120 hours for 3 credits, or 240 hours for 6 credits generally over a period of 12 weeks. Weekly reports are required. Students, in conjunction with the Director of the Criminal Justice Program, must arrange internship placement during the previous semester.

CJ 350 - Organized and Transnational Crime

In the first half of the semester students will examine organized crime in the United States including how organized crime differs from other categories of crime. Students will learn about the history of organized crime, the social context in which it occurs and the political and legal responses to this phenomenon. In the second half of the semester the class will focus on crime at the transnational level, including current trends such as the production and distribution of controlled drugs, cybercrime and human trafficking and the international community's response to transnational crime.

CJ 410 - Homicide Investigation

This course includes a classroom element, in which students explore the crime of homicide and the investigation of such cases from a theoretical perspective, and a practical/lab element, utilizing on a mock homicide crime scene which is in place throughout the semester. Students learn how to conduct a homicide investigation, including securing the crime scene, finding, gathering and documenting evidence, and finding and interviewing witnesses and suspects. Students are required to write mock police reports documenting the investigation, and demonstrate what they have learned through tests and realistic role play.

V. TRANSFER OF CREDITS FROM OTHER INSTITUTIONS:

Rivier University has matriculation agreements with several institutions regarding the transfer of credits by students into Rivier University's CJ Program. A list of such schools is available at <http://www.rivier.edu/admissions.aspx?id=1062>. For students seeking to transfer credits from institutions that do not share matriculation agreements with Rivier University, please refer to the remainder of this section.

Transfer students must have achieved a minimum combined GPA of 2.0 at the institution they seek to transfer credits from. In addition, transfer students must have earned a 2.5 or better in any course which they seek to transfer as the equivalent of a CJ major course at Rivier University. This includes not only CJ courses, but also the following related science, history and social science courses, which are required to earn a Bachelor of Science in Criminal Justice at Rivier:

- HIS 101 - United States History I
- HIS 401 - Constitutional History of the U.S.
- POL 252 - U.S. Federal, State and Local Government
- PSY 230 - Forensic Psychology
- SOC 203 - Criminology

The decision regarding which courses from other institutions are compatible with Rivier University CJ major courses will be made on a case-by-case basis by the Director of the CJ Program after an examination of the transfer student's transcript and the other institution's curriculum.

Transfer students seeking to enter to the CJ Program must complete at least half of the courses in the major, and a minimum of three upper-level courses, at Rivier University. In the Department of History, Law, and Political Science, which includes the CJ Program, 200 level courses are NOT "upper level courses." In all cases, CJ 395, Internship/Practicum must be completed at Rivier University.

VI. STATEMENT REGARDING BACKGROUND CHECKS FOR CRIMINAL JUSTICE PROFESSIONALS:

The vast majority of local, state and federal law enforcement agencies run criminal background checks on applicants. Because of the number and diversity of jurisdictions and law enforcement agencies, it is very difficult to make generalizations about such checks, but at a minimum they generally include a records check that will likely reveal all convictions, arrests, pending charges and civil restraining orders that the applicant has been subject to. They may also reveal involuntary civil commitments. In addition, most agencies seek out and question individuals who know or knew the applicant, as opposed to solely relying upon a list of references provided by the applicant. Finally, most federal agencies and many police departments require applicants to pass a polygraph test.

In most cases, occasional personal use of marijuana in the past will not be an automatic disqualifier to being hired if revealed by the applicant him/herself. Failure to disclose such use, or lying about it is an automatic disqualifier. In many cases, so is the use of any other illegal drug, including the use of prescription drugs without a prescription, or the distribution of any illegal drug, including marijuana, regardless of when it took place.

Agencies generally frown upon any use of marijuana, or associating with those who use marijuana by a person who has already decided to enter the criminal justice field upon graduation. Finally, it is important to remember that the possession and consumption of alcohol by a person under 21 is illegal in every state.

While at Rivier, CJ students should strive to behave in a manner that they would expect of law enforcement personnel, and expect that their behavior while students will be inquired into and taken into consideration by future employers.

VII. STATEMENT REGARDING CRIMINAL JUSTICE PROGRAM INTERNSHIPS:

CJ students have several opportunities to gain practical experience during their time at Rivier University by interning with a police department, probation/parole office, court, law office or other entity involved in the criminal justice field.

CJ 395, Internship/Practicum, usually taken in the spring semester during a student's junior year, is a requirement to graduate with a B.S. in Criminal Justice. Upon completing their freshmen year, students may also intern during the academic year by taking CJ 214, Internship/Seminar I, and during the summer by taking CJ 313, Summer CJ Internship. Because all interaction between the instructor and students taking CJ 313 occurs entirely online, students taking CJ 313 can intern anywhere. Thus, it is ideal for students who are not from the Nashua, NH area, and wish to begin establishing professional networks and contacts in their hometowns, or other areas they believe they may seek employment after graduation.

The intern experience is among the most important components of a CJ major's education while at Rivier University. The process of finding, interviewing for, and obtaining an internship provides students with important lessons on how to find and apply for a job. The experience of interning can either confirm or dispel a student's belief that s/he has found the particular profession that s/he wants to enter after graduation. An internship taken during a student's senior year may turn into one's first paying job upon graduation. Finally, the contacts one makes while interning can prove invaluable at building a professional network.

Although the Director of the CJ Program can assist students in determining what internships are available and may be appropriate for them, and in the application process, students have the primary responsibility to find, apply for, and obtain their own internship. Students should begin researching and applying for internships as soon as possible. Delay may result in a student having to settle for a less-than-ideal placement, or in the case of CJ 395, Internship/Practicum, which is a program requirement, the inability to graduate on time. The application process for some internships, including with most federal law enforcement agencies such as the FBI, DEA, etc., can take a year or more. In no instances, should a student wait until the beginning of the semester that s/he intends to do the internship.

Rivier interns are guests of the organizations that host them, and represent the CJ Program and Rivier University as a whole. Students are expected to present themselves and behave accordingly. Like any host, an internship site has the right to end its relationship with a student at any time if it is not working out. If this occurs during CJ 395, Internship/Practicum, the student will have to retake the course, which may mean that they cannot graduate on time. Therefore, students are required to keep their instructor informed regarding the course of the internship, and to immediately bring to the instructor's attention any difficulties or problems that they may be experiencing. Doing so will make it more likely that these difficulties can be addressed in a timely fashion to everyone's satisfaction.

In nearly every instance, CJ majors will come in contact with, and need to make use of, confidential information during their internship. In most instances, federal and state law, including criminal laws, govern the disclosure and dissemination of such information. Students are expected to scrupulously follow all relevant laws, and rules of the internship site with regard to such information.

Students are expected to dress appropriately when at the internship site, or conducting business on behalf of, or representing the internship site. Appearance concerns are most frequently related to hairstyles, body piercings, tattoos, tight or revealing clothing, or other types of inappropriate clothing, but hygiene may also cause concern. Because of the range of internship possibilities, it is impossible to set forth appropriate standards for dress in this **Handbook**. However, blue jeans, shorts, t-shirts, and other types of casual clothing are almost never appropriate. Students are expected to follow any rules or guidelines adopted by their internship site, and otherwise make appropriate choices based upon common sense and the environment that they are working in.

Among the greatest sources of potential frustration and dissatisfaction for those hosting interns is tardiness and absenteeism by their interns. In attempting to provide a rewarding educational experience, many internship sites reassign essential work from regular employees to their interns. When students fail to appear, this work does not get done. **ALL INTERNSHIP SITES HAVE THE RIGHT TO EXPECT THAT THEIR INTERNS WILL BE PRESENT ON THE DAYS AND TIMES THEY ARE SCHEDULED.** Tardiness and absenteeism may cause a student to lose the internship, fail the course, and ultimately not be able to graduate.

Depending upon the criminal justice internship course, students are required to intern a minimum of 100 hours or 120 hours for three credits, 220 or 240 hours for six credits, or 340 or 360 for nine credits.³ To allow for effective supervision and feedback, and because all internship courses have course work in addition to the actual internship hours, the number of hours interned should

³ The different number of hours is explained by the fact that the various internship courses have varying levels of course work, in addition to the actual number of hours interned.

be distributed relatively evenly throughout the semester. If students are given notice beforehand and agree to it, internship sites may require more than hours set forth above.

VIII. RIVIER UNIVERSITY'S PRE-LAW ADVISORY PROGRAM:

Law schools look for students who demonstrate strong research, writing and critical reasoning skills, have challenged themselves as undergraduates by taking academically rigorous courses, and will bring unique perspectives and experiences to the classroom and legal profession. A prescribed pre-law course of study is considered neither desirable nor necessary.

Consequently, Rivier University does not offer a pre-law major. Rather, students of any major who have an interest in potentially going on to law school after graduation are encouraged to contact the University's designated Pre-Law advisor, Attorney Eric Gentes, Associate Professor and Director of the Criminal Justice program, at egentes@rivier.edu, or 603 897 8266. Such students receive notices of workshops and events planned specifically for the law school-bound, have access to a large collection of law school catalogs and admissions information maintained for their use, and are assured of quality academic and career advising by an informed member of the Northeast Association of Pre-Law Advisors.

IX. RIVIER UNIVERSITY'S STATEMENT ON ACADEMIC HONESTY:

Plagiarism and cheating are serious breaches of academic honesty. In general, plagiarism is defined as the presentation of someone else's work in whatever form: copyrighted material, notes, film, art work, reports, statistics, bibliographies, and the like, as one's own, and failing to acknowledge the true source. Quoting word-for-word, or almost so, or using the argumentation of another source without acknowledging this dependence also constitutes plagiarism. Cheating is defined as the giving or attempting to give or to receive unauthorized information or assistance during an examination or in completing an assigned project. Submission of a single work for two separate courses without the permission of the instructors involved is also a form of cheating.

If students are unsure whether a specific course of action would constitute plagiarism or cheating, **THEY SHOULD CONSULT WITH THEIR INSTRUCTOR IN ADVANCE.**

Penalties for plagiarism and cheating vary with the degree of the offense and may take the form of the following academic sanctions:

- The grade of F or a zero for the work in question;
- The grade of F for the course;
- The recommendation that the student be removed from the academic program in question; and,
- The recommendation that the student be suspended or dismissed from the University.

X. THE CRIMINAL JUSTICE PROGRAM'S ADDITIONAL STATEMENT ON ACADEMIC HONESTY:

It is also a breach of academic honesty for two or more students to collaborate on an assignment unless this has been specifically authorized by the instructor.

Criminal justice professionals such as police officers, probation/parole officers, prosecutors, etc. need to be given a great deal of discretion to effectively carry out their duties and responsibilities. In addition, the way they exercise their responsibilities, and the decisions they make in doing so often have a tremendous effect on members of the public. Finally, given the nature of their work, such professionals are likely to face greater temptation than others to act in a manner that benefits themselves or their colleagues at the expense of members of the public. Therefore, a commitment to good ethics is particularly important for individuals who intend to work in the field of the criminal justice.

Any student who is caught committing a breach of academic honesty will be penalized in accordance with River University's Statement on Academic Honesty. In addition, the student's academic advisor and the Associate Vice President of Student Success will be notified. **THERE WILL BE NO EXCEPTIONS TO THIS POLICY.** Students who are caught committing a breach of academic honesty should not expect a positive job recommendation from CJ faculty.

XI. RIVIER UNIVERSITY'S STATEMENT ON CLASSROOM BEHAVIOR:

The classroom is the heart of the educational experience at Rivier University because it provides a formal setting for important exchanges among students and faculty. Rivier University affirms the rights of all students and their faculty to an environment that is conducive to teaching and learning. Therefore, the University does not condone behavior that, in the judgment of the instructor and/or the University, interrupts, obstructs, or inhibits the teaching and learning process. Disruptive behavior may include, but is not limited to, verbal attacks, intimidating shouting, inappropriate gestures, attending class under the influence of drugs or alcohol, unauthorized use of electronic devices, consistently coming to class late or leaving early, sleeping during class, threatening or harassing comments, profanity, incessantly whispering/talking in class, or other similarly intrusive or disrespectful behavior. Disruptive behavior may also include other behavior that appears attention seeking in nature, monopolizing of class time, interrupting the instructor or classmates, or creating an uncomfortable class environment.

XII. ACADEMIC PROBATION AND DISMISSAL:

Students in the CJ Program are subject to all the academic requirements listed under **Section V., Academic Standards**, in the **Undergraduate Catalog**. This includes, **BUT IS NOT LIMITED TO**, maintaining an average of C (2.0) each semester and within the CJ Program. Students are

strongly encouraged to review this portion of the **Undergraduate Catalog** prior to beginning courses at Rivier University, and refer to it if at any time they have questions, disagree with action taken by the CJ Program Director or Rivier University in this area, or wish to exercise the appeal process that is outlined therein.

XIII. THE CRIMINAL JUSTICE PROGRAM'S STATEMENT ON "TRIGGER WARNINGS"

A "trigger warning" is defined as "a stated warning that the content of a text, video, etc., may upset or offend some people, especially those who have previously experienced a related trauma." Dictionary.com.

Whatever their value in other academic contexts, trigger warnings in criminal justice courses are impractical for several reasons. First, nearly every specific topic explored within the discipline involves issues that some, often most, people find deeply troubling. In many instances this is because of their own life-experiences or those of their loved ones. In addition, even discussions about apparently benign (non-threatening) subjects often end up involving more disturbing topics. For example a class discussion on the rule that relevant evidence is generally admissible at trial, and that irrelevant evidence is not admissible, may end up including a discussion on "rape shield laws," which protect sexual assault victims from being questioned at trial about their sexual history. Finally, when I am asked questions in class, it is often helpful for me to reference my own experience as a prosecutor when answering them. I initially worked in the Domestic Violence Unit, focusing solely on domestic violence cases. Thereafter, I transferred to the Felony Unit, where sexual assaults, particularly those against children, were the Unit's highest priority cases. As a result, I may refer to these types of cases when answering questions on topics as diverse as police interview techniques and plea negotiations.

I guarantee that we will be discussing topics during this course that will make you uncomfortable. Moreover, each of these topics will likely have painful, personal resonance to some of you. However, please note that when I discuss such matters, I will be doing so with the sensitivity that comes from having worked with, and deeply caring about victims of crime, and in many instances caring about people charged with crimes. It will also come from having current and deceased family members who were victims of terrible crimes. I hope that every student feels able to discuss the course material freely, and expect that they will do so with the compassion and respect that our classmates and such material deserve.

XIV. NOTICE OF NON-DISCRIMINATION:

Rivier University does not discriminate on the basis of race, color, national origin, religion, age, veteran or marital status, sex or disability in admission or access to, treatment in or employment in its programs and activities, and Title IX requires that the University not discriminate on the

bases stated above. The following persons have been designated to handle inquiries regarding Title IX and the nondiscrimination policies: Director of Human Resources, ext. 8210 for employees; Vice-President for Student Affairs, ext. 8249 for students. You may reach them at their office extensions or their e-mail address, at TitleIXCoordinator@rivier.edu . Inquiries concerning the application of nondiscrimination policies may also be referred to the Regional Director, Boston Office, Office for Civil Rights, US Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921, P: (617) 289-0111, F: (617) 289-0150; TDD: (877) 521-2172, OCR.Boston@ed.gov.

XV. AMERICANS WITH DISABILITIES ACT:

Rivier University wants to provide reasonable accommodations to students with disabilities. To accomplish this goal effectively and to ensure the best use of resources, timely notification of a disability must be provided Rivier’s Coordinator of Disability Services for verification and for evaluation of available options. Any student whose disability falls within the scope of the ADA should inform her or his course instructor immediately upon beginning the course, in no case later than two weeks after the beginning of the term of any special needs or equipment necessary to complete the course requirements. Students with disabilities should maintain contact with the Office of Special Services at telephone extension 8497. Additional information regarding Rivier’s Office of Disability Services is at <https://www.rivier.edu/academics/support-resources/disability-services/> .

XVI. SOURCES OF INFORMATION:

All faculty members may be reached via Rivier e-mail. Usually this consists of the initial to the faculty member's first name, followed by his/her entire last name. The current director of the CJ Program is Professor Gentes. His e-mail is egentes@rivier.edu, and his phone number is 897-8266.

Other offices that you are likely to have to contact during your time at Rivier University include:

Undergraduate Day Admissions	897-8507
Bookstore	888-4145
Counseling Services	897-8251
Disability Services	897-8497 & 897-8650
Financial Aid	897-8510
Information Technology	897-8469

Library	897-8256
Lost and Found	888-1666
Public Safety and Security	888-1666
Registrar	897-8231
Writing Center	897-8581

1. Obtain your student ID at the Student Development Office in the Dion Center. This ID will allow you to use the Regina Library.
2. Obtain an e-mail account at the Information Technology Center in Sylvia Trotter Hall. This will allow you to use the computers located in the computer labs in Sylvia Trotter, as well as those located in the libraries. A Rivier account is necessary to participate in online casework via Blackboard and to access your Rivier Account.
3. Obtain your parking sticker at the Campus Security Department in the Dion Center. This will enable you to use the campus parking facilities.
4. The Bookstore will carry the books and other materials that you may need for classes. The Bookstore is located in the lower level of the Dion Center. Call ahead for hours.
5. In the event of inclement weather, the University may decide to delay or cancel the opening of the University including scheduled classes, labs, nurses' clinicals, and offices. The University may also close early.

A decision to delay or cancel the opening of the University will be made at the earliest possible time. Delays and cancellations will be communicated on the University's website, through the University's main number: (603) 888-1311 then press "8," and through the following media outlets:

WCVB TV (Channel 5) WZID 95.7 FM
 WMUR TV (Channel 9) WFEA 1370 AM
 WHEB 100 FM