



**BACHELOR OF SCIENCE
IN CRIMINAL JUSTICE**

PROGRAM HANDBOOK

2022-2023

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE HANDBOOK

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I. INTRODUCTION:

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

Few professional fields have seen as dramatic a rate of growth or include as wide a range of professions as criminal justice. Between the 1997 and 2017, the number of people employed in the nation's justice system increased by 16%, reaching approximately 2.5 million. Although the largest percentage of individuals (49%) were employed in "police protection," a category that includes sworn officers and civilian employees, large numbers also worked in corrections and in judicial and legal services, including with juveniles, and in victim services. See: U.S. Department of Justice, *Justice Expenditures and Employment in the United States, 2017*, at <https://bjs.ojp.gov/sites/g/files/xyckuh236/files/media/document/jeeus17.pdf> .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, the CJ 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 response to 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 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 visit the **Academic 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 **Catalog**, and the **Rivier University Student Handbook**, which is available at: <https://www.rivier.edu/student-life/wp-content/uploads/sites/15/2021/09/Student-Handbook-2021-2022-FINAL.pdf> . Additional

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 includes 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.

inquiries should be directed to 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 University 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 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 its members and 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 for careers in the challenging and rewarding field of criminal justice, or to enter and succeed in law school or other graduate programs. Underlying the entire CJ curriculum is the 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 their jobs 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. Demonstrate an understanding of the major theories regarding the causes of crime, the criminal law and the criminal justice system, including how historical and social

factors have shaped and are shaped by each of these, using appropriate disciplinary terminology.

2. Conduct legal and criminological research utilizing statutory and case law, and secondary sources, including by differentiating between relevant/irrelevant and reliable/unreliable information and sources.
3. Develop strategies to address legal and social challenges that currently exist and will arise within the field of criminal justice that are based on facts and are consistent with Constitutional requirements and Rivier's commitment to the creation of "an academic community that cultivates critical thought, sound judgment, and respect for all people," and so treat individuals, historically marginalized communities, and victims of crime with the respect and compassion that they deserve.
4. Communicate orally and in writing, through effective organization and the use of proper grammar, syntax and vocabulary.
5. Make ethically sound decisions based on one's governing code of professional ethics and the Catholic Church's commitment to social justice and respect for the other.
6. Comport oneself in the context of a job search and while employed in a manner that is professional and that reflects positively on oneself, one's profession and the Rivier community, including through appearance, behavior, and the ability to follow instructions by the delivery of requested content on deadline.

IV. PROGRAM COMPONENTS:

The CJ Program is a 120-credit program, 42 of which consists of courses required by 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 & Procedure. Credits: 3
- CJ 240 - Policing. Credits: 3
- CJ 270 - Introduction to Victimology. Credits: 3
- CJ 326 - Juvenile Justice. Credits: 3
- CJ 330 - Corrections & Community Supervision. Credits: 3
- CJ 395 - Internship Seminar. 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 – U.S. History II. Credits: 3
 - HIS 401 - Constitutional History of the U.S. Credits: 3
 - POL 252 - U.S. Federal, State & 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, the causes of crime, strategies to deter and prevent crime, and the 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 or viewing a morning or afternoon court session.

CJ 200 - Legal Writing & Research

Students first learn the importance of effective writing for all criminal justice professionals, as well as common mistakes and ways to improve their writing. Assignments include a mock police report and mock probation log. Thereafter, students learn how social science research has impacted the criminal justice system, and complete their own research assignments, including analyzing information contained in the FBI's Uniform Crime Report database, and writing an annotated bibliography and an article critique.

CJ 220 - Criminal Law & Procedure

Students review key criminal statutes, including their elements and possible defenses (substantive criminal law), and the rules the government must follow when it seeks to enforce the law, including protections afforded by the Bill of Rights (criminal procedure). Students analyze criminal statutes and judicial decisions and learn to apply them to the facts of a given case to determine if a crime has been committed, or if a mistake was made by the government in the enforcement of the law. 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

Students learn about the history of policing; current challenges facing law enforcement; tools and strategies used by police officers to address such challenges; and constitutional aspects of law enforcement, such as searches and arrests. Students participate in experiential learning, including being introduced to the science of collecting and preserving evidence.

CJ 270 – Introduction to Victimology

Victimology is 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, 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 crime (“juvenile delinquency”) and how society responds to, and seeks to prevent, such crime. Subjects covered include defining and measuring delinquency; individual risk factors and environmental influences associated with delinquency; theories regarding the causes of juvenile delinquency; and the juvenile court and correctional systems, including how they compare to the criminal court and correctional systems.

CJ 330 - Corrections & Community Supervision

This course examines the key roles in the criminal justice system played by corrections (jails and prisons), community supervision (probation and parole programs), and diversion and alternative sentencing programs (such as drug and mental health courts) in trying 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 Seminar

Students complete an internship with a police department, probation/parole office, court, law office, or other entity involved in the criminal justice system. Students intern for 100 hours (three credits), 220 hours (six credits) or 340 hours (nine credits). Students attend weekly seminars to discuss their experiences and job opportunities. In addition, students work on their resumes and cover letters, practice interviewing and complete other assignments to develop their professional skills and to prepare them to enter the job market.

CJ 400 - Professional Ethics

This course examines ethical issues faced by criminal justice professionals such as police and corrections officers, prosecutors, defense attorneys and judges, in carrying out their duties.

Students will review the laws, rules and professional standards that govern conduct within various criminal justice professions. 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 214 – Internship I

Students complete an internship with a police department, probation/parole office, court clerk's office, victim assistance office, or other entity involved in the criminal justice system. Students intern for 120 hours (three credits), 240 hours (six credits) or 360 hours (nine credits). Students meet individually with the instructor a minimum of once every two weeks and submit weekly reports describing their activities the previous week and other aspects of their internship.

CJ 230 - International Human Rights

We explore the meaning of the term “human rights” and whether they are universal or relative; the ethical and philosophical sources for human rights; the international human rights regime, including the treaties and customary law that are its legal basis, and the courts and tribunals that have been established to enforce it. The course concludes with an examination of specific case studies, such as the “dirty” wars in Latin America and the struggle against Apartheid.

CJ 301 - Drugs & the Criminal Justice System

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 opioid epidemic, the role of treatment vs. enforcement and the current trend of decriminalization and legalization of marijuana.

CJ 308 - 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 313 - Internship II

Students complete an internship with a police department, probation/parole office, court clerk's office, victim assistance office, or other entity involved in the criminal justice system. Students

intern for 120 hours (three credits), 240 hours (six credits) or 360 hours (nine credits). Students meet individually with the instructor a minimum of once every two weeks and submit weekly reports describing their activities the previous week and other aspects of their internship.

CJ 350 - Organized & Transnational Crime

This course begins with an examination of organized crime in the United States, including how it differs from other categories of crime, its history, the social context in which it occurs, and the political and legal responses to organized crime. Thereafter, the focus switches to transnational crime, including current trends such in the illegal drug trade, cybercrime, money laundering and human trafficking. Throughout the semester, we examine how organized and transnational crime are depicted in popular culture, including film.

CJ 410 - Homicide Investigation

This course includes a classroom element, in which students explore the crime and investigation of homicide from a theoretical perspective, and a lab element, utilizing on a mock homicide crime scene that remains in place throughout the semester. Students learn how to secure a crime scene, find, gather, and document evidence, and interview witnesses and suspects. Students demonstrate what they have learned through writing mock police reports, tests and realistic role play.

V. CRIMINAL JUSTICE MINOR:

Students from other academic programs bring diverse perspectives to the CJ program, and are welcome to take CJ courses, participate in the program's internship program (discussed below), and minor in the program. Students who are considering doing so, should direct any questions they may have to Professor Eric Gentes, Esq., Director of the Criminal Justice Program, (603) 897-8266 or egentes@rivier.edu.

The requirements for a minor in CJ are set forth below:

Required Courses:

- CJ 160 Introduction to Criminal Justice
- CJ 220 Criminal Law & Procedure

In addition, students choose three from the following list (only one can be a 200-level course):

- CJ 220, Legal Research & Writing
- CJ 230 International Human Rights
- CJ 240 Policing
- CJ 270 Introduction to Victimology
- CJ 301 Drugs & the Criminal Justice System
- CJ 308 Crime Scene Investigation

- CJ 326 Juvenile Justice
- CJ 330 Corrections & Community Supervision
- CJ 350 Organized & Transnational Crime
- CJ 400 Professional Ethics

VI. 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 <https://www.rivier.edu/admissions/undergraduate/transfer-students/articulation-agreements/> . For transfer students from other institutions, the decision regarding which courses are compatible with Rivier CJ major courses will be by the Director of the CJ Program after an examination of the transfer student's transcript and the other institution's curriculum.

Pursuant to Rivier University requirements, transfer students must have achieved a minimum combined GPA of 2.0 at the institution they seek to transfer credits from. 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 (300 and 400 level), at Rivier University. Unless waived by the CJ Program Director, CJ 395, Internship Seminar must be completed at Rivier.

VII. BACKGROUND CHECKS FOR CRIMINAL JUSTICE PROFESSIONALS:

Most 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 difficult to generalize, but at a minimum these include a records check that will likely reveal all convictions, arrests, pending charges, civil restraining orders and involuntary civil commitments that the applicant has been subject to. 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 police departments require applicants to pass a polygraph ("lie-detector") test.

Federal law prohibits a person from possessing a firearm if they have "been adjudicated as a mental defective or have been committed to any mental institution,"² convicted of a felony,³ or convicted of a misdemeanor crime of domestic violence.⁴ In addition, individuals subject to

² The language, which is outdated and may understandably offend some individuals, is from the statute. See 18 U.S.C. § 922(d).

³ 18 U.S.C. 922(g).

⁴ The statute defines such offenses as one that "has, as an element, the use or attempted use of physical force, or the threatened use of a deadly weapon, committed by a current or former spouse, parent, or guardian of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, parent, or guardian, or by a person similarly situated to a spouse, parent, or guardian of the victim." See 18 U.S.C. § 922(g)(9)." Persons convicted of criminal threatening that did not involve the threat of deadly force or a deadly weapon may not be subject to this statute.

“qualifying” protective order (involving an intimate or formerly intimate partner) are also generally prohibited from possessing firearms.⁵ Thus, such individuals cannot be employed by a law enforcement or in any other capacity in which they need to be armed.

In most cases, occasional personal use of marijuana⁶ 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. 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 University, 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.

VIII. 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, an organization that works with victims of crime or other entity involved in the criminal justice field.

CJ 395, Internship Seminar is a requirement to graduate with a B.S. in Criminal Justice and is usually taken in the spring semester of the student’s junior year. Upon completing their first-year, students may intern during the academic year or the summer by taking CJ 214, Internship I and/or CJ 313, Internship II. Interning during the summer is ideal for students who are not from the Nashua, NH area, and wish to establish professional networks and contacts in their hometowns, or other areas in which they believe they may seek employment after graduation.

The intern experience is among the most important components of a Rivier CJ major’s education. 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 they have found the profession that they want to enter after graduation. Numerous CJ interns have been offered part-time or full-time jobs by

⁵ 18 U.S.C. §§ 922(g)(a), 924(a)(2). If students have a question as to whether any of these provisions apply to themselves, they are advised to seek the advice of an attorney.

⁶ Although many states have legalized marijuana, its use, including for medical reasons, is still illegal under federal law.

their internship site hosts. 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 internships. Students should begin the process 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 Seminar, a program requirement, the inability to graduate on time. The application process for some internships, including with most federal law enforcement agencies, can take up to a year. Students should never wait until the beginning of the semester to apply for an 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 Seminar, the student will have to retake the course, which may mean that they cannot graduate on time. Therefore, students are required to keep their faculty advisor informed regarding the course of the internship, and to immediately bring to the advisor'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.

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 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 hours

for nine credits.⁷ 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 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.

IX. 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 generally considered unnecessary and undesirable.

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, Professor and Director of the Criminal Justice program, at egentes@rivier.edu, or (603) 897-8266.

X. 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 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.

⁷ 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.

A fuller description of Rivier University's policies with regard to plagiarism and cheating, and tips on how to avoid committing them is at: <https://www.rivier.edu/academics/wp-content/uploads/sites/19/2019/06/What-You-Need-to-Know-About-Plagiarism.pdf> .

XI. 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, their actions and decisions often have a tremendous effect on members of the public. Finally, such professionals will likely face numerous ethical dilemmas because of the nature of their work. 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.

XII. 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 affirms the rights of all students and instructors to an environment that is conducive to teaching and learning. Therefore, Rivier 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.

XIII. ACADEMIC PROBATION AND DISMISSAL:

Students in the CJ Program are subject to all the academic requirements set forth in the Academic Standards section of the **Academic Catalog**. See

<https://catalog.rivier.edu/content.php?catoid=115&navoid=2152&hl=academic+standards&returno=search#academic-standards> . This includes, but is not limited to, maintaining a C average (2.0) each semester to remain in good standing, and maintaining a C average within the CJ Program to graduate. Students are strongly encouraged to review this portion of the **Catalog** prior to beginning courses at Rivier University, and to refer to it if 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.

XIV. 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 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 instructors are asked questions in class, it is often helpful for them to reference their own experiences, often as current or former criminal justice professionals, when answering them.

XV. NOTICE OF NON-DISCRIMINATION:

Rivier University does not discriminate on the basis of race, color, national origin, religion, age, veteran or marital status, sex, sexual orientation, gender identity or disability in admission or access to, treatment in or employment in its programs and activities.

Title IX requires that the University not discriminate on the basis of gender. The following person has been designated to handle inquiries regarding Title IX and other nondiscrimination policies: Colleen Mills, Human Resources Manager in Molloy Hall, cmills@rivier.edu, 603-897-8211 or 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..

XVI. AMERICANS WITH DISABILITIES ACT:

Pursuant to the Americans with Disabilities Act (ADA), 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 Office of Disability Services at (603) 897-8497 or disabilityservices@rivier.edu . 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. Additional information is at: <https://www.rivier.edu/academics/support-resources/disability-services/> .

XVII. ADDITIONAL SUPPORT SERVICES & PUBLIC SAFETY:

College can be a stressful time in any person's life. Students who are struggling academically or for other reasons or are concerned for the well-being a fellow student, should avail themselves to the many support services on campus. These include the following:

Counseling & Wellness Center

The Counseling and Wellness Center's goal is to assist students in successfully maintaining a healthy and balanced lifestyle. The Center offers individual and group counseling in a safe, confidential environment, as well as consultation and referral services. The Center's webpage is at: <https://www.rivier.edu/student-life/health-and-wellness/counseling-wellness/> . Its phone number is (603) 897-8251. In addition, you can visit the Center, which is located in the Learning Commons, across from Hayward's Ice Cream.

Academic Support Center

The Academic Support Center offers a variety of services to help students maximize their full potential. This includes professional consultants and peer tutors to help students with writing and other assignments. The Center's webpage is at: <https://www.rivier.edu/academics/support-resources/academic-support-center/> . It can be reached at: (603) 897-8581 or academicsupport@rivier.edu .

The Office of Campus Ministry

The Office of Campus Ministry provides spiritual support and responds to other social and personal needs of the campus community. It also provides individuals numerous ways to put their faith in action, from service projects to international mission trips. The Ministry's webpage is at: <https://www.rivier.edu/student-life/ministry/> . It can be reached at: (603) 897-8577 or campusministry@rivier.edu .

The Office of Global Engagement

The Office of Global Engagement runs academic, co-curricular, and campus-wide programs that help students better understand nations and cultures around the world. It also organizes week-long study opportunities led by faculty members, and semester-length and year-long study abroad programs. Students who may be interested in study-abroad are sometimes deterred by the belief that it will be too costly. However, in many cases the cost is much less than students think, and depending upon the destination, can even be cheaper than studying in the U.S. This is particularly true if students begin to plan early.

More information can be found at: <https://www.rivier.edu/academics/global-engagement/> . In addition, you can keep up with the office's latest trips and events on its Facebook page: <https://www.facebook.com/OfficeOfGlobalEngagement/> .

Department of Public Safety & the Behavioral Assessment Team

Public safety is everyone's responsibility. If you see or hear something that causes you concern, please contact the Rivier Department of Public Safety at (603) 888-1666.

In addition, Rivier University has a Behavioral Assessment Team (BAT) made up of staff members who address direct or implied threats, or other troubling behavior by individuals. If you have concerns that a person may be a danger to themselves or others, you should contact the BAT at bat@rivier.edu .

IF YOU BELIEVE THAT THERE IS AN EMERGENCY, CALL 911.

XVIII. OTHER SOURCES OF INFORMATION:

All faculty members may be reached via Rivier e-mail. Usually this consists of the initial to the member's first name, followed by their entire last name. The current director of the CJ Program is Professor Eric Gentes. His e-mail is egentes@rivier.edu, and his phone number is (603) 897-8266.

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

Admissions	(603) 897-8507
Bookstore	(603) 897-4145
Financial Aid	(603) 897-8488
Information Technology	(603) 897-8469
Library	(603) 897-8256
Lost and Found	(603) 888-1666

Registrar

(603) 897-8488

Updates and information on Rivier University's response to **Covid-19** can be found at:
<https://www.rivier.edu/student-life/health-and-wellness/health-alert-coronavirus-covid-19/> .

Weather-related delays, closures, and early releases are communicated through the University's notification system, via the website, through the main phone system at (603) 888-1311, and through the following media outlets:

WCVB TV Channel 5,

WMUR TV Channel 9,

WBZ Channel 4,

WRKO Channel 7,

NECN,

WZID 95.7 FM,

WMLL 96.5 FM, and

WFEA 1370 AM.

Because weather conditions can vary throughout the state, students are also encouraged to check their email in case their instructor is unable to make to class, even when the University is open.