

Keweenaw Bay Ojibwa Community College



Liberal Studies  
Degree Program  
– Criminal Justice  
Emphasis  
Student Handbook

770 N. Main St. L'Anse, MI 49946

[www.kbocc.edu](http://www.kbocc.edu)

(906) 524-8301

*Accredited through the Higher Learning Commission*

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*This handbook provides important information to the students enrolled in the Liberal Studies Associate of Arts Degree program at Keweenaw Bay Ojibwa Community College. We welcome you and look forward to working with you in this challenging but rewarding endeavor.*

# Welcome

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Boozhoo and welcome to the Keweenaw Bay Ojibwa Community College's Liberal Studies Associate of Arts Degree program – **Criminal Justice Emphasis!** This program was approved by the Higher Learning Commission (HLC). One of the fastest-growing occupational areas in the United States is the field of Corrections. Students seeking a career in this exciting profession are best prepared through completing a two-year degree program. An Associate of Arts degree in Criminal Justice is highly valued when seeking employment in this job market. Our program prepares graduates for employment in residential, institutional, and field services settings. The Liberal Studies Departmental Chair and all faculty is excited to help guide you on your educational journey. Your time spent here at KBOCC will be both rewarding and exciting, allowing you to grow and imagine your future.

The projected job outlook for graduates is excellent, and many agencies are continually seeking qualified new employees. Criminal Justice professionals can earn excellent starting wages and benefits, and currently there is outstanding potential for job security and professional advancement. As agents of change, you will have opportunities to work with a variety of populations, including juveniles in detention or residential treatment, male and female offenders in the Department of Corrections, Federal Bureau of Prisons, Bureau of Indian Affairs, county and municipal jails, civilly committed sex offenders, and/or mentally ill and patients at the Michigan Sex Offender Program or the Michigan State Security Hospital, and a number of private residential treatment, detention, or youth facilities.

The mission of our Criminal Justice program is to prepare students seeking careers in the dynamic field of corrections, and to prepare students for ease of transfer into four-year institutions. Criminal Justice offers opportunities to serve the community, keep citizens safe, and truly change people's lives.

Students in the Corrections program have the advantage of being trained by instructors who have direct field experience. Instructors on staff include current probation officers, corrections officers, youth treatment specialists, and wardens. Instructional staff, combined with the multi-cultural environment at the college, offer opportunities that no other college can provide.

Liberal Studies at KBOCC is the most traditional of disciplines in higher education. Its collaboration with a multitude of disciplines in the Humanities & Sciences always focuses on the up-to-date expectations from the Michigan Transfer Agreement.

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CJ Faculty:

**Joseph Bouchard, Criminal Justice**  
Graduate, Michigan Department of Corrections Leadership Academy

MS-Library Science, Wayne State University  
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Graduate, Michigan Department of Corrections Leadership Academy  
BS-Corrections, Northern Michigan University  
Keweenaw Bay Indian Community Member

All Faculty:

<https://www.kbocc.edu/employees/faculty/>

# Program Description

## LIBERAL STUDIES - CRIMINAL JUSTICE EMPHASIS

### ASSOCIATE OF ARTS DEGREE

The Keweenaw Bay Ojibwa Community College's Liberal Studies Associate of Arts Degree program – **Criminal Justice Emphasis!** This program was approved by the Higher Learning Commission (HLC). One of the fastest-growing occupational areas in the United States is the field of Corrections. Students seeking a career in this exciting profession are best prepared through completing a two-year degree program. An Associate of Arts degree in Criminal Justice is highly valued when seeking employment in this job market. Our program prepares graduates for employment in residential, institutional, and field services settings. The Liberal Studies Departmental Chair and all faculty is excited to help guide you on your educational journey. Your time spent here at KBOCC will be both rewarding and exciting, allowing you to grow and imagine your future.

### **Learning Outcomes**

Upon completion of the Liberal Studies Degree Program students will be able to:

1. The student will demonstrate a basic understanding of the various theories of deviant behavior and society's responses to such behavior.
2. The student will demonstrate a working knowledge of the Constitutional and legal foundations of American law.
3. The student will demonstrate an understanding of the powers and limitations of Indian law based on federal law and legal precedent.

<b>General Education Requirements</b>	<b>Credits</b>
College Success Elective ( <i>Choose LS103 or LS133</i> )	2
EN102 College Composition I	3
EN202 College Composition II	3
Lab Science Elective	4
Mathematics or Science Elective* ( <i>Choose MA103 or higher, or a science course designated as a second science elective for general education - Course must be taken from a different subject area than the Lab Science elective</i> )	4
Humanities Elective ( <i>Choose any humanities-designated course; must be from a different subject area than the Anishinaabe Awareness elective</i> )	4
Social Science Electives ( <i>Courses must be taken from a minimum of two subject areas</i> )	8
<b>Subtotal</b>	<b>28</b>
<hr/>	
<b>Anishinaabe Awareness</b>	<b>Credits</b>
Anishinaabe Awareness Elective ( <i>Choose AS102 or OS110</i> )	4
Second Anishinaabe Awareness Elective ( <i>At least two additional credits of electives must be designated Anishinaabe Awareness; may be duplicate credits</i> )	--
<b>Subtotal</b>	<b>4</b>
<hr/>	
<b>Concentration Requirements</b>	<b>Credits</b>
CJ110 Introduction to Criminal Justice	4
CJ220 Introduction to Corrections	4
CJ221 Roles of the Corrections Client	4
Criminal Justice Electives	4
Electives ( <i>Choose from any CJ, SO, PY or AS232</i> )	7
IS110 Principles of Information Systems**	4
Experiential Learning Requirement (LS295, LS298 or LS299)	1-3
LS297 Capstone Seminar	1
<b>Subtotal</b>	<b>30</b>
<b>Total Credits Required</b>	<b>61-63</b>

\* Students intending to transfer should consider fulfilling the Michigan Transfer Agreement's (MTA) requirement of two sciences and math. See Michigan Transfer Agreement under General Education.

\*\* Students who can demonstrate proficiency in using the computer applications covered in IS 110 by either (1) providing evidence of successfully completing computer courses in secondary or community education settings within the past five years or (2) passing a KBOCC-administered proficiency exam will be permitted to select an alternative course or courses totaling 4 credits. Liberal studies majors who are interested in this option should speak with their advisor about procedures and appropriate alternative course selections.

## LIBERAL STUDIES - CORRECTIONS CERTIFICATE

This certificate prepares students for entry level positions in the correctional field. It also provides a foundation for the Liberal Studies - Criminal Justice Emphasis Associates of Arts.

### ***Learning Outcomes***

Upon completion of the corrections certificate students will be able to:

1. Describe key developments in the history of corrections
2. Discuss the philosophical or theoretical bases for various developments in corrections
3. Explain the structures and functions of the three-part criminal justice system (enforcement, judicial, corrections)
4. Explain the systems and processes within a corrections facility
5. Relate sentencing options to various corrections settings
6. Describe the application of key laws and constitutional principles to corrections
7. Discuss methods for addressing challenges in corrections such as contraband, manipulative offenders, or dangers to inmates or employees

<b>Certificate Requirements</b>	<b>Credits</b>
CJ110 Introduction to Criminal Justice	4
CJ220 Introduction to Corrections	4
CJ221 Roles of the Corrections Client	4
Electives <i>(Choose any CJ course)</i>	4
<b>Total Credits Required</b>	<b>16</b>

# Departmental Course Rotations

To assist students with course selection and long-term planning, the department will follow a yearly course rotation as shown in the diagram below. Courses outside of the Health Science concentration requirements may be offered on a 2-year rotating schedule, and therefore you will have to plan accordingly. Some courses may be offered more frequently based on demand.

Required credits for this curriculum = 61 – 63



# Academic Progress Sheet

What is an Academic Progress Sheet? An Academic Progress Sheet is an analysis of your academic progress toward your Liberal Studies degree. It helps you monitor where you are at and what you still need to do to complete your degree requirements. It is an advising document that maps out degree requirements and compares them against your transcript; a vital tool for academic planning, course selection, and scheduling.

## Keweenaw Bay Ojibwa Community College

111 Beartown Road, PO Box 519

Phone: (906) 353-4600

Graduation Credit Audit – Liberal Studies - Criminal Justice

Student Name: \_\_\_\_\_ ID# or DOB: \_\_\_\_\_

Required Courses (Course Name and Number)	Number of Credits	Courses Taken	Credits Earned
<b>General Education Requirement</b>			
EN 102 College Composition I	3		
EN 202 College Composition II	3		
Lab Science Elective	4		
Mathematics or Science Elective* (Choose MA103 or higher, or a science course designated as a second science elective for general education – Course must be taken from a different subject area than the Lab Science)	4		
Humanities Elective (Choose from humanities-designated AR, EN, HU or LS)	4		
Social Science Electives (Choose any non-AS social science-designated course)	4		
Social Science Electives (Choose any non-AS social science-designated course)	4		
LS103 College Success Seminar <u>OR</u> LS133 Online College Success (2 credits)	2		
<b>Subtotal</b>	<b>28</b>	<b>0</b>	<b>0</b>
<b>Anishinaabe Awareness Requirement</b>			
OS 110 Ojibwa Language and Culture I <u>OR</u> AS102 Anishinaabe Values and Philosophy  Anishinaabe Awareness Elective (at least two credits of electives must be designated Anishinaabe Awareness; may be duplicate credits)	4		
<b>Subtotal</b>	<b>4</b>	<b>0</b>	<b>0</b>
<b>Criminal Justice Concentration Requirements</b>			



CJ110 Introduction to Criminal Justice	4		
CJ220 Introduction to Corrections	4		
CJ221 Roles of the Corrections Client	4		
Criminal Justice Electives	4		
Electives (Choose from any CJ, SO, PY or AS232)	4		
Electives (Choose from any CJ, SO, PY or AS232)	3		
IS110 Principles of Information Systems**	4		
Experiential Learning Requirement (LS295, LS298 or LS299)	1-3		
LS297 Capstone Seminar	3		
<b>Criminal Justice Concentration Requirements subtotals</b>	<b>30</b>	<b>0</b>	<b>0</b>
	62	<b>total</b>	0

\_\_\_\_\_  
Signature of Dean of Instruction

\_\_\_\_\_  
Date

\* Students intending to transfer should consider fulfilling the Michigan Transfer Agreement's (MTA) requirement of two sciences and math. See Michigan Transfer Agreement under General Education.

\*\* Students who can demonstrate proficiency in using the computer applications covered in IS110 by either (1) providing evidence of successfully completing computer courses in secondary or community education settings within the past five years or (2) passing a KBOCC-administered proficiency exam will be permitted to select an alternative course or courses totaling 4 credits. Liberal studies majors who are interested in this option should speak with their advisor about procedures and appropriate alternative course selections.

# Experiential Learning Requirement & Capstone Instruction

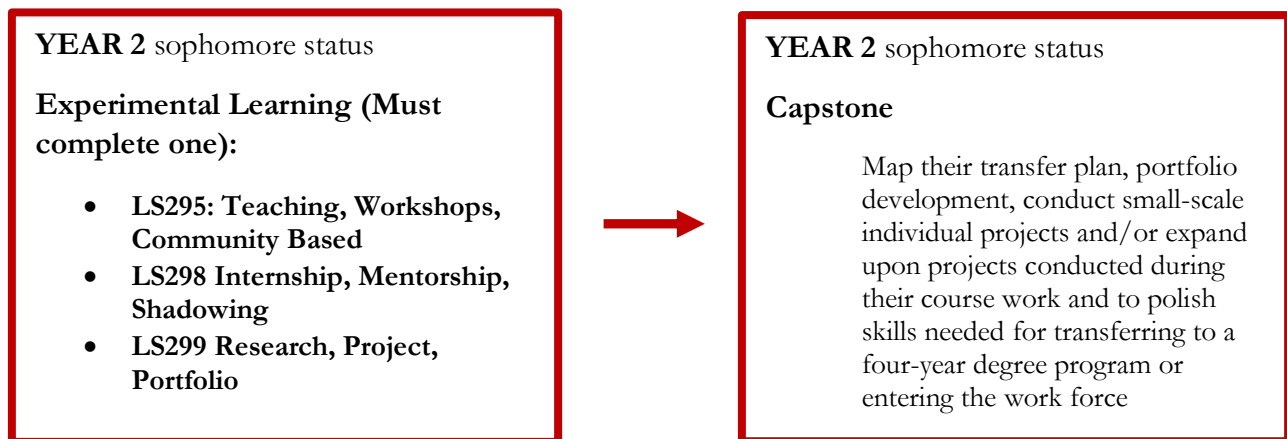
All KBOCC Associate Degree programs require students to complete a Capstone project as the culmination of their studies. Capstone projects are independent research projects that demonstrate students' attainment of program-level learning outcomes. Students complete their Capstone project in their final semester before graduation.

Experiential Learning (LS295, LS298, LS299) are courses that prepare you for the future and where you do the bulk of the work for Capstone. You must pick one as a prerequisite to Capstone. Experiential Learning is the process of learning by doing, you have autonomy for a whole semester. You could take LS295 where you could take up teaching, assisting as a teaching assistant, hosting workshops, or something community based. You could take LS298 where you complete an internship, mentorship, shadowing, or community opportunity. You could take LS299 where you would explore a research question for a research project, develop a longer project, and/or create a professional portfolio. All should feel exciting!

The Capstone Seminar (LS297) is the course where you take all your findings from your Experiential Learning. The course meets 4 times throughout the semester. Classroom instruction focuses on helping students synthesize, integrate, and/or apply their previous knowledge, rather than acquire new knowledge or skills. Students are expected to enter the first week of the course with their Experiential Learning already in place and a foundation to build their transfer plan, portfolio development, conduct small-scale individual projects and/or expand upon projects conducted during their course work and to polish skills needed for transferring to a four-year degree program or entering the work force. In addition to attending the Seminar course, students meet weekly for tutorial sessions with their Academic Advisor, who serves as the research mentor. Students are required to complete substantial independent work to stay on-task for project completion.

Advisors encourage students to develop Capstone projects that align with their areas of interest. Advisors help students design the research project and ensure that it speaks to all required learning outcomes. Environmental Science majors should start planning early for their Capstone projects; seasonal weather conditions often require field data to be collected well in advance of students' Capstone semester. Capstone projects must also contain content relevant to Anishinaabe culture.

## Process



### Experiential Learning Requirement (LS295, LS298 or LS299)

#### LS295 Teaching Assistant - 1-3

In this Experiential Learning, a student will gain instructional experience as an undergraduate teaching assistant, including planning, set-up, coaching students, and demonstrating techniques. Prerequisite: Permission of Instructor and B or better grade in course in which student will assist. Course may be repeated for credit. Prerequisites: sophomore status.

#### LS298 Internship - 1-3

This internship course gives the student the opportunity to grow academically, pre-professionally, personally and civically through participation in a service-learning experience with community organizations or government agencies. Students gain practical experience under the supervision of a practicing professional or at an approved site. In this Experiential Learning, students must work at least 40 hours at the work site for each credit, complete written journals, and meet regularly with their advisor. This is a Pass/Fail course. This course may be repeated for credit. Prerequisites: sophomore status.

#### LS299 Research and Special Projects - 1-3

Students conduct research, create projects, or portfolio development in areas of special interest. Students must prepare written proposals including project schedules and evaluation methods with faculty mentor assistance. In this Experiential Learning, each proposal must be approved by faculty from the relevant discipline and the Dean of Academic Affairs. Open only to students who have completed 12 credits with a minimum GPA of 2.5. Prerequisites: sophomore status.

**\*Class Standing: Freshman 0–29.5 credits, Sophomore 30–59.5 credits**

### Capstone

#### LS297 Capstone Seminar - 1

Culmination of course work in the Liberal Studies and Liberal Studies with Art, Criminal Justice, Social Science Emphasis degree programs. The course provides students the opportunity to map their transfer plan, portfolio development, conduct small-scale individual projects and/or expand upon projects conducted during their course work and to polish skills needed for transferring to a four-year degree program or entering the work force. Required to take in last semester. Prerequisites: completion of EN202 and Experiential Learning - either LS295, LS298, or LS299. (Course fee)

# Course Descriptions & Learning Outcomes

*For course descriptions of the General Education requirements, please see the most current KBOCC Catalog, which can be found at [www.kbocc.edu](http://www.kbocc.edu) under “Academics.”*

## **CRIMINAL JUSTICE (CJ)**

### **CJ110 Introduction to Criminal Justice - 4**

This course is designed to introduce students to the criminal justice system and its process. Examines the inter-relationships of various agencies of the criminal justice system; police, courts, corrections, and security, and explores careers in all areas. *(Social Science)*

### **CJ212 Introduction to Policing - 4**

Focuses on the history and development of policing and compared the various jurisdictions including Indian Country. *(Social Science)*

### **CJ220 Introduction to Corrections - 4**

Introduces students to the field of corrections, including the history of corrections, sentencing guidelines, prisons, parole, probation, prisoner rights and the role of the corrections officer. *(Social Science)*

### **CJ221 Roles of the Corrections Client - 4**

This course covers the various challenges that corrections professionals face while supervising prisoners. Students will learn about the stresses involved in the field, primarily manipulation and violence. *(Social Science)*

### **CJ222 Stress Management in Corrections - 4**

Examines how stress impacts those in the corrections profession, and how stress management decreases the ill effects of job pressures and extends and enriches the vocational lives of corrections professionals. *(Social Science)*

### **CJ230 Security - 4**

Explores the history of security and the current and emerging practices in the context of a post-9/11 world with emphasis on surveillance and Indian gaming. *(Social Science)*

### **CJ245 Legal Issues in Corrections - 4**

Examines constitutional law, law and the court process, United States court process, prisoner rights, section 42 USC 1983 and current topics. *(Social Science)*

### **CJ250 Contraband Control - 4**

Focuses on dangerous impacts of contraband in correctional facilities and the importance of communication in safety for staff, offenders and the public. *(Social Science)*

### **CJ251 Staff Relations in Corrections - 4**

Students will learn about the various types of staff dividers and their many dangers for corrections personnel. Instruction includes coping strategies, discriminatory harassment policy and a process to mitigate staff division. *(Social Science)*

### **CJ260 Native American Justice - 4**

Inspects the criminal justice systems between Indian Country and American society and the various case laws impacted Indian Country and established Tribal jurisdiction and sovereignty. *(Social Science)*

### **CJ270 Juvenile Justice - 4**

Investigates correctional treatment of the youth offender and the many judicial and correctional options in attaining delinquency prevention. *(Social Science)*

## **ANISHINAABE STUDIES**

### **AS232 Tribal Government - 4**

Examination of the changing nature of tribal governments and the evolution of tribal-federal, tribal-state, and inter-tribal relationships. *(Social Science & Anishinaabe Awareness)*

## **PSYCHOLOGY (PY)**

### **PY101 Psychology - 4**

Survey of the field of psychology. Behavior and mental processes are studied from the viewpoints of biological foundations, cognitive processes, emotion, motivation, life-span development, adjustment, abnormality and social psychology. *(Social Science)*

### **PY207 Special Topics in Psychology - 1-4**

Exploration of topics pertaining to current events or of special interest to students. Instructor's permission or course prerequisites may be required for some courses.

### **PY210 Child Psychology - 4**

Examination of current research and theories on the physical, cognitive, social and emotional development of children from conception through adolescence. Includes discussion of practical applications for parenting, child care and education. Recommended: PY101. *(Social Science)*

### **PY240 Abnormal Psychology - 4**

Examination of current theories and research on disordered or dysfunctional human behavior. Topics include the various perspectives for understanding the causes of disorders and corresponding approaches to treatment. Recommended: PY101. *(Social Science)*

### **PY260 Social Psychology - 4**

Exploration of theories and research on the psychology of social interactions and their applications in everyday life. Topics include social facilitation, group processes, leadership, intergroup conflict, interpersonal attraction, persuasion and altruism. Recommended PY 101 *(Social Science)*

### **PY299 Research and Special Projects - 1-4**

Students conduct research or create projects in areas of special interest. Students must prepare written proposals including project schedules and evaluation methods with faculty mentor assistance. Each proposal must be approved by faculty from the relevant discipline and the Dean of Academic Affairs. Open only to students who have completed 12 credits with a minimum GPA of 2.5.

## **SOCIOLOGY (SO)**

**SO101 Introduction to Sociology - 4**

Introduction to the study of human interaction. Topics include social organization, socialization, deviance, status and role, and social and cultural change. (*Social Science*)

**SO102 Social Problems - 4**

Examination of current social problems in American society. Topics include poverty, racism, crime, pollution, and disease as well as methods used to combat these problems. (*Social Science*)

**SO201 Marriage and the Family - 4**

Study of the role of marriage and the family in contemporary society with historical perspectives and sociological analysis. (*Social Science*)

**SO202 Minority Groups in America - 4**

Explores the theory of racism, prejudice, political economic, and social inequalities, and conflict. It addresses minority problems and contributions to American life and culture. Recommended: SO 101. (*Social Science*)

**SO207 Special Topics in Sociology - 1-4**

Exploration of topics pertaining to current events or of special interest to students. Instructor's permission or course prerequisites may be required for some courses.

**SO299 Research and Special Projects - 1-4**

Students conduct research or create projects in areas of special interest. Students must prepare written proposals including project schedules and evaluation methods with faculty mentor assistance. Each proposal must be approved by faculty from the relevant discipline. Open only to students who have completed 12 credits with a minimum GPA of 2.5.

# Anishinaabe Culture

Keweenaw Bay Ojibwa Community College upholds the seven sacred grandfather teachings, Wisdom, Love, Respect, Bravery, Honesty, Humility, and Truth. We use the Medicine Wheel for teaching us that **we have four aspects to ourselves: the physical, the mental, the emotional, and the spiritual**. Each must be in balance and equally developed in order for us to remain healthy, happy individuals.

This is important to keep in mind throughout your life span. Working towards a degree can be a daunting endeavor, no matter when in your life you decide to pursue your dream of a college education. This will hopefully remind you that if everything in your life is not in balance, another part is going to suffer. When you see this might be the case, do not become discouraged. Simply take a step back, evaluate what is out of balance and then take time to re-balance yourself so that you can continue on the road in the pursuit of your dreams.

**Mino Bimmadiziwin "Living in A Good Way.**

