

Wayland Mission Statement

Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind.

Contact Information

Course: HMNS 5312 VC01 – Victim Advocacy

Campus: WBUonline

Term/Session: Spring 2 2024

Instructor: Dr. Brenda Johnson

WBU Email Address: brenda.johnson@wayland.wbu.edu

Office Hours, Building, and Location: Zoom Appointment Available by request

Class Meeting Time and Location: Online

Course Information

Catalog Description: Trains students to assist individuals who have experienced various types of criminal victimization. Course topics include legal terminology, legal process, legislation regarding victims-rights, effects of victimization, victim advocate skills, and crisis intervention.

There is no prerequisite for this course.

Textbook Information

Required Textbook(s) and/or Required Materials:

Understanding Violence and Victimization, 7th Edition, Meadows, Meadows, ISBN# 9780134868257, 2019.

*The textbook for this course is part of the **Wayland's Automatic eBook** program. You will have access to an eBook and interactive learning material on the first day of class through your Blackboard course site. The cost of this Automatic eBook will be billed directly to your student account when you register for the course. You will be notified via email with access instructions and additional information. If you do not wish to participate in the Automatic eBook program, you will have the first 12 days of class to opt-out of the program (additional details will be outlined in your email instructions). For more information on the Automatic eBook program, visit the Wayland Bookstore [Automatic eBook FAQ](#) page.*

Course Outcome Competencies: Upon completion of this course, students will:

- Demonstrate awareness, knowledge, and skills of diversity and culture
- Identify institutional practices and reproduce biases, prejudice, stereotyping, and belief systems
- Evaluate the state of inclusionary, exclusionary, and cultural competency practices in human services

Attendance Requirements

WBUonline

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student “attendance” in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 2 or more weeks of an 8-week session, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given session is considered a “no-show” and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university’s attendance policy.

University Policies

[Link to Statement on Academic Integrity](#)

Disability Statement: In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Disability Services Coordinator and Academic Coach serves as the coordinator of students with disabilities and must be contacted concerning accommodation requests (office (806) 291-1057. Documentation of a disability must accompany any request for accommodations.

Accessibility issues with content in WBUonline courses or in Blackboard should be addressed to the WBU accessibility coordinator, Dr. Rick Hammer, hammerr@wbu.edu or call (806) 292-9150.

Course Requirements and Grading Criteria

- Required 1st Assignment: 2 points possible
- Email Assignment: 39 points possible
- Blackboard Assignment: 39 points possible
- Quizzes: 210 Points Possible
- Discussion Board: 210 Points Possible
- Victim Advocacy Assignment 250 points
- Final Exam: 150 Points Possible
- Participation: 100 Points Possible

= 1000 Points Possible

Email Assignment: In an effort to ensure that you are capable of communicating with me, you will be required to review the syllabus and email me from your Wayland email address by March 27, 2024 at 11:59 PM CST. The email should simply state that (1) you are fulfilling the email assignment and (2) that you have read the syllabus. (3) You should also address whether you have any questions regarding the syllabus.

Blackboard Assignment: in an effort to ensure that you are able to properly upload documents into blackboard, you will be required to submit the syllabus into the designated location in the week 1 folder. This assignment is due by March 27, 2024 at 11:59 PM CST.

Course Exams and Quizzes:

- **Weekly Quizzes:** You will have 7 weekly quizzes. The quizzes will be based on the weekly readings. You are advised to take notes as you read the assigned chapter. The weekly quizzes are open book and open note. However, time constraints will be imposed. Therefore, you should ensure you have an adequate understanding of the material prior to beginning the quizzes as you will not have time to hunt for the answers during the quiz. The quizzes consist of 30 questions and each question will be worth one point. Weekly quizzes are due on Sundays by 11:59 p.m. Late Quizzes will receive an automatic 3-point deduction (meaning you are starting out with a 90!). If you consistently turn in late quizzes, the deduction will increase.
- **Midterm:** N/A
- **Final Exam:** The final exam will be available during week 8 and must be submitted by 11:59 PM CST on May 15, 2024. **LATE EXAMS WILL NOT BE ACCEPTED!** The final exam will be comprehensive. You are advised to review your past quizzes and class notes when preparing for the final exam. The final exam is open book and open note. However, time constraints will be imposed, so you should ensure that you have an adequate understanding of the material prior to beginning the final exam, as you will not have time to hunt for answers in the textbook. The final exam will be 150 questions and each question will be worth one point.

Discussion Boards: There will be discussion board for each week of class, except for Week 8. Each week, a prompt will be posted by Monday by 1:30 PM CST. You will need to formulate an initial

response to that prompt by Thursday @ 11:59 p.m. CST of each week. By Sunday at 11:59 p.m. CST of each week, you will need to have read your classmates initial responses and reply to at least two of your classmates' initial responses. Of course, you are welcome to respond to more than two of your classmates' posts, but you will need to clearly indicate which two responses you would like me to grade. Otherwise, I will grade the first two responses.

Note: Posting all your discussion answers on Bb is a major requirement of this course. Accordingly, late posts will receive an automatic 3-point deduction (meaning you are starting out w/ a 90) If you consistently turn in late assignments, the deductions will increase. Additionally, please remember that plagiarism will not be tolerated in any way (refer to the Wayland Baptist University Policy on Dishonesty). You may view your peers work and postings to learn from one another, but you cannot copy their work. While there is no specific word limit, your initial post should be long enough to adequately address the prompt and all issues that are presented. Your initial post must be insightful, thorough, and show an appreciation and understanding of the issues. Your responses to your classmates' initial posts should identify portions of the post you agree/disagree with and explain why. Additionally, your responses should supplement, contradict, question, or further discussion on the pertinent subject area. All posts should be substantiated by examples from the textbook and/or appropriate websites. Do not forget to cite your sources. It is also expected that your posts demonstrate critical thinking and utilize good grammar.

Victim Advocacy Assignment: More details regarding this assignment will be made available on the first week of class.

Attendance/Participation: I will utilize the weekly quiz and the discussion board deadlines to measure your attendance. Accordingly, missing a deadline will result in an absence. There are 100 points possible for attendance/participation.

The University has a standard grade scale:

A = 90-100, B = 80-89, C = 70-79, D = 60-69, F= below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last two weeks of a long term, within the last week of an 8-week session, or within the last two days of a microterm to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student's control. A grade of "incomplete" is changed if the work required is completed prior to the last day of the next long 16-week term or 8-week session, unless the instructor designates an earlier date for completion. If the work is not completed by the appropriate date, the I is converted to an F.

Student Grade Appeals: Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

Tentative Schedule

Tentative Schedule: (all due dates are in CST)

Week 1 (March 25 – March 31)

- Assigned Reading: Chapter 1 & Chapter 2
- Initial Discussion Board Post: Due Thursday by 11:59 PM
- Email Assignment: Due Wednesday by 11:59 PM
- Blackboard Assignment: Due Wednesday by 11:59 PM
- Responsive Classmate Posts: Due Sunday by 11:59 PM
- Week 1 Quiz: Due Sunday by 11:59 PM

Week 2 (April 1 – April 7)

- Assigned Reading: Chapter 3
- Initial Discussion Board Response: Due Thursday by 11:59 PM
- Responsive Classmate Posts: Due Sunday by 11:59 PM
- Week 2 Quiz: Due Sunday by 11:59 PM
- **April 3: Last day to drop or withdraw without record & OFFICIAL CENSUS DATE!**

Week 3 (April 8 – April 14)

- Assigned Reading: Chapter 4
- Initial Discussion Board Post: Due Thursday by 11:59 PM
- Responsive Classmate Posts: Due Sunday by 11:59 PM
- Week 3 Quiz: Due Sunday by 11:59 PM

Week 4 (April 15 – April 21)

- Assigned Reading: Chapter 5 and 6
- Initial Discussion Board Post: Due Thursday by 11:59 PM
- Responsive Classmate Posts: Due Sunday by 11:59 PM
- Week 4 Quiz: Due Sunday by 11:59 PM

Week 5 (April 22 – April 28)

- Assigned Reading: Chapter 7
- Initial Discussion Board Post: Due Thursday by 11:59 PM
- Responsive Classmate Posts: Due Sunday by 11:59 PM
- Week 5 Quiz: Due Sunday by 11:59 PM **April 28: Last day to officially drop or withdraw with "W"**

Week 6 (April 29 – May 5)

- Assigned Reading: Chapter 8
- Initial Discussion Board Post: Due Thursday by 11:59 PM
- Responsive Classmate Posts: Due Sunday by 11:59 PM
- Week 6 Quiz: Due Sunday by 11:59 PM
- Victim Advocacy Assignment: Due Sunday by 11:59 PM CST

Week 7 (May 6 – May 12)

- Assigned Reading: Chapters 9 & 10
- Initial Discussion Board Post: Due Thursday by 11:59 PM
- Responsive Classmate Posts: Due Sunday by 11:59 PM
- Week 7 quiz: Due Sunday by 11:59 PM
- **May 12: Last day to officially drop or withdraw with “WP/WF”**

Week 8 (May 13 – May 18)

FINAL EXAM Due Wednesday by 11:59 PM!