

Faculty Information

Name: Jennifer Myers
E-Mail: jmyers@odessa.edu
Phone: 432-335-6505
Office: ET 159

Office Hours	
Campus Office Hours:	Monday: 9:00 a.m. to 11:30 a.m. Tuesday: 9:00 a.m. to 11:00 a.m. Wednesday: 9:00 a.m. to 11:30 a.m. Thursday: 9:00 a.m. to 11:00 a.m. Friday: 9 a.m. to 10 a.m.
Online Office Hours:	Same as above

About Your Instructor

Hello all!! My name is Jennifer Myers and I have been teaching at Odessa College for about two years. I have my Bachelor of Arts in Telecommunications from Texas Tech University, my Masters of Science in Criminal Justice Administration from UTPB, and I am currently pursuing a PsyD in Psychology, Criminology, and Justice Studies. I spent almost eight years with the Odessa Police Department as a Crime Scene Technician and about a year and a half with the Department of Justice working for the US Attorney's Office. In my spare time, I enjoy reading, working out, listening to music, and working on my house. I look forward to working with all of you this semester.

Preferred Method of Communication:

It is probably quickest to get in touch with my by emailing me at jmyers@odessa.edu or texting me at 432-978-0020. You may also visit me in my office during office hours or make an appointment to see me at a time different than my office hours. You may also call me on my office phone at 432-335-6505.

Expectations for Engagement for Instructor:

As an instructor, I understand the importance of clear, timely communication with my students.

In order to maintain sufficient communication, I will

- provide my contact information at the beginning of the syllabus;
- respond to all messages within 24 hours if received Monday through Thursday, and within 48 hours if received Friday through Sunday; and,
- notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of during the time I am unavailable.

As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will

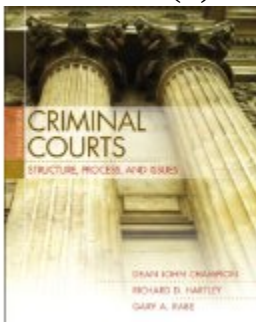
- provide clear information about grading policies and assignment requirements in the course syllabus, and
- communicate any changes to assignments and/or to the course calendar to students as quickly as possible.

As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will

- post grades for discussion postings within one week of the discussion thread closing.
- provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

Textbook Information and Required Hardware/Software

Textbook(s):



Criminal Courts: Structure, Process, and Issues, 3rd Edition

Authors: Dean John Champion, Richard D. Hartley, and Gary A. Rabe

Hardware:

Because this is a web class, you will need a computer and all of the necessary peripherals.

Software:

No special software required.

Websites:

An Websites that I would like you to use for reference will be provided within the weekly assignment module.

Information About the Course

Course Description

This course will explore the judiciary in the criminal justice system; the structure of the American Court system; prosecution; right to counsel; pre-trial release; grand juries; the adjudication process; types and rules of evidence, and sentencing.

Course Student Learning Outcomes

- 1. The student will be able to describe the American judicial systems (civil, criminal, and juvenile) their jurisdictions, their development, and structure.*
- 2. The student will be able to analyze the function and dynamics of the courtroom work group.*
- 3. The student will be able to identify the judicial process from pretrial to appeal.*
- 4. The student will be able to describe the significant Constitutional amendments, doctrines, and other sources of law in the American judicial system.*

Course Prerequisites:

There are no prerequisites for this course.

Course Topics:

- 1. Week 1 / Module 1 (Tuesday, January 21st to Sunday, January 26th) Introductions and Course Orientation*
- 2. Week 2 / Module 2 (Monday, January 27th to Sunday, February 2nd) Chapter 1: Law: The Legal Battlefield*
- 3. Week 3 / Module 3 (Monday, February 3rd to Sunday, February 9th) Chapter 2: The Structure of American Courts*
- 4. Week 4 / Module 4 (Monday, February 10th to Sunday, February 16th) Chapter 3: The Prosecution*
- 5. Week 5 / Module 5 (Monday, February 17th to Sunday, February 23rd) Chapter 4: The Defense*
- 6. Week 6 / Module 6 (Monday, February 24th to Sunday, March 2nd) Chapter 5: Judges*
- 7. Week 7 / Module 7 (Monday, March 3rd to Sunday, March 9th) Chapter 6: Juries*
- 8. Spring Break: Monday, March 10th to Sunday, March 16th - No assignments this week*
- 9. Week 9 / Module 8 (Monday, March 17th to Sunday, March 23rd) Chapter 7: Pretrial Procedures and the Trial Process*

10. Week 10 / Module 9 (Monday, March 24th to Sunday, March 30th) Chapter 8: Pretrial Procedures: Plea Bargaining
11. Week 11 / Module 10 (Monday, March 31st to Sunday, April 6th) Chapter 9: Sentencing Structures
12. Week 12 / Module 11 (Monday, April 7th to Sunday, April 13th) Chapter 10: Judicial Sentencing Options, Sentencing Disparities, and Appeals
13. Week 13 / Module 12 (Monday, April 14th to Sunday, April 20th) Chapter 11: The Juvenile Justice System: Juvenile Rights and Case Processing
14. Week 14 / Module 13 (Monday, April 21st to Sunday, April 27th) Chapter 12: Juvenile Courts: Adjudication and Disposition
15. Week 15 / Module 14 (Monday, April 28th to Sunday, May 4th) Chapter 13: Diversion, Alternative Dispute Resolution, and Specialty Courts
16. Week 16 / Module 15 (Monday, May 5th to Sunday, May 11th) Chapter 14: Courts, Media, and the Litigation Explosion
17. Final Exam will be open online from Monday, May 12th at 8:00 a.m. to Thursday, May 15th at 11:30 p.m.

Grading

Type of Assignment	Percentage/Points	Learning Objective
Introduction Post	5%	
Blackboard Quiz	5%	
Weekly Quizzes	25%	1 through 4
Key Terms Assignments	20%	1 through 4
Module Assignments	20%	1 through 4
Final Exam	25%	1 through 4
	100%	TOTAL

Grading Scale:

- “A” = 90-100
 “B” = 80-89
 “C” = 70-79

“D” = 60-69

“F” = 0-59

Student Course Participation

As a student, I understand that I am responsible for keeping up with the course. To help with this, I will

- identify alternative computer and internet access in case my primary computer crashes or my internet service is unavailable;
- recognize that the college provides free wi-fi and computer labs during regular campus hours to help me with accessing my course; and,
- understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my equipment or service is unreliable.

As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to

- getting “kicked off” of the system during tests or quizzes;
- having trouble submitting assignments; and
- dealing with a traumatic personal event.

As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will

- seek out help from my instructor and/or from tutors;
- ask questions if I don’t understand; and
- access my course several times during the week to keep up with assignments and announcements.

As a student, I understand that I will have the opportunity to provide feedback on my experience in this course through an end-of-course Student Evaluation of Instruction (SEI).

Course Policies

Disclaimer

This syllabus is tentative and subject to change in any part at the discretion of the instructor. Any changes will be in accordance with Odessa College policies. Students will be notified of changes, if any, in a timely manner.

Original Effort

The work submitted for this course must be original work prepared by the student enrolled in this course.

Digital Protocol

Cell phones must be placed on either *vibrate* or *silent* mode and are to be accessed in emergency cases only. The use of laptops or any other digital device is permitted in order to facilitate learning.

For online submissions, the electronic recording of the time on Blackboard will be considered the time of assignment submission. Take necessary steps to ensure that your assignments are submitted on “Blackboard” time. Back-up and/or additional copies of all assignments submitted is encouraged. **Computers/printers are available to OC students in the LRC (301-303); therefore, not having access to a computer due to technical issues (crash; corrupted files) will not be considered as an acceptable reason for not completing assignments.** If there is a loss of server connection with Odessa College due to maintenance, then an email will be sent to students with pertinent information and status reports. Assignments submitted electronically need to follow the file-type requirements provided by the instructor.

Attendance Policy

Students are expected to attend class regularly. I strongly encourage logging into Blackboard at least once a day to check for announcements, assignment changes, etc. I can track your log in activity and see how much time you spend within this Blackboard course. Your participation in this class will play a large part in your success within this course.

AVID

For specific AVID strategies as they apply to assignments, please check your detailed course schedule below. Each week, you will have Guided Lecture Notes. These Guided Lecture Notes serve as an AVID strategy that will be used quite heavily throughout this course.

Grade Inquiry

It is the responsibility of the student to keep track of assignment submissions and grades. At any point, you are welcome to meet with the instructor to discuss your academic progress. Contact the instructor to schedule an appointment.

General Course Requirements

1. Attend class and participate.
2. Contribute and cooperate with civility.
3. **Submit assignments on time. Late work will not be accepted. Medical and/or family circumstances that warrant an extension on assignments need to be**

presented to the instructor as soon as possible. Extensions will be allowed at the instructor's discretion. You must communicate your emergency with me immediately for me to consider providing an extension. If you do not communicate your need for an extension within a timely manner, an extension WILL NOT be granted. Please note that technical or computers issues are not an excuse for late work.

Incomplete Policy

An 'Incomplete' grade may be given only if:

1. The student has passed all completed work
2. If he/she has completed a minimum of 75% of the required coursework. A grade of an "I" will only be assigned when the conditions for completions have been discussed and agreed upon by the instructor and the student.
3. An Incomplete form is submitted

Course Schedule

(Tentative and Subject to Change)

Date:	Instructional Approach: (*denotes AVID strategies)	Topic:	Assignment:
1/21-1/26		Introductions, Syllabus review, Cornell Notes video*, Student Information Sheets, Classroom tour, Syllabus Quiz	<p>1. Submit course introductions in the Discussion Area. Respond to at least one class mate.</p> <p>2. Watch short video about Cornell Notes. Post your thoughts about Cornell Notes to the Cornell Discussion Board.</p>

			<p>3. Fill out student information sheets and email them to instructor at jmyers@odessa.edu. These will go in your student file.</p> <p>4. Review Syllabus, Watch course room tour, and take Syllabus Quiz</p>
1/27-2/2	Cornell Notes*	Ch. 1: Law: The Legal Battlefield	<p>1. Complete Reading Assignment: Pages 2 – 13 end at the “Critical Legal Studies” section</p> <p>2. Complete Key Terms Assignment</p> <p>3. Complete Chapter 1 Quiz by Sunday, February 2nd at 11:30 p.m.</p>
2/3-2/9	Cornell Notes*	Ch. 2: The Structure of American Courts	<p>1. Complete Reading Assignment Pages 19 – 36</p> <p>2. Complete Key Terms Assignment</p> <p>3. Complete Chapter 2</p>

			Quiz by Sunday, February 9th at 11:30 p.m.
2/10-2/16	Cornell Notes* Reflection Paper* (Module Assignment #1: The Prosecution)	Ch. 3: The Prosecution	1. Complete Reading Assignment Pages 40 - 52 2. Complete Key Terms Assignment 3. Complete Module Assignment #1: The Prosecution 4. Complete Chapter 3 Quiz by Sunday, February 16th at 11:30 p.m.
2/17-2/23	Cornell Notes* Reflection Paper* (Module Assignment #2: The Defense)	Ch. 4: The Defense	1. Complete Reading Assignment Pages 56 - 82 2. Complete Key Terms Assignment 3. Complete Module Assignment #2: The Defense 4. Complete Chapter 4

			Quiz by Sunday, February 23rd at 11:30 p.m.
2/24-3/2	Cornell Notes*	Ch. 5: Judges	<p>1. Complete Reading Assignment Pages 86 – 90; 101 – 113</p> <p>2. Complete Key Terms Assignment</p> <p>3. Complete Chapter 5 Quiz by Sunday, March 2nd at 11:30 p.m.</p>
3/3-3/9	Cornell Notes*	Ch. 6: Juries	<p>1. Complete Reading Assignment Pages 116 – 122; 125 – 140</p> <p>2. Complete Key Terms Assignment</p> <p>3. Complete Chapter 6 Quiz by Sunday, March 9th at 11:30 p.m.</p>
3/10-3/16	SPRING BREAK!!		
3/17-3/23	Cornell Notes*	Ch. 7: Pretrial Procedures and the Trial Process	<p>1. Complete Reading Assignment Pages 145 – 177</p> <p>2. Complete Key Terms Assignment</p>

			3. Complete Chapter 7 Quiz by Sunday, March 23 rd at 11:30 p.m.
3/24-3/30	Cornell Notes* Reflection Paper* (Module Assignment #3: Plea Bargaining)	Ch. 8: Pretrial Procedures: Plea Bargaining	1. Complete Reading Assignment Pages 184 - 211 2. Complete Key Terms Assignment 3. Complete Module Assignment #3: Plea Bargaining 4. Complete Chapter 8 Quiz by Sunday, March 30 th at 11:30 p.m.
3/31-4/6	Cornell Notes* Reflection Paper* (Module Assignment #4: Defenses to Crime)	Ch. 9: Sentencing Goals and Structures	1. Complete Reading Assignment Pages 215 - 229 2. Complete Key Terms Assignment 3. Complete Module Assignment #4: Defenses to Crime

			4. Complete Chapter 9 Quiz by Sunday, April 6th at 11:30 p.m.
4/7-4/13	Cornell Notes* Reflection Paper* (Module Assignment #5: Appeals)	Ch. 10: Judicial Sentencing Options, Sentencing Disparities, and Appeals	1. Complete Reading Assignment Pages 234 - 253 2. Complete Key Terms Assignment 3. Complete Module Assignment #5: Appeals 4. Complete Chapter 10 Quiz by Sunday, April 13th at 11:30 p.m.
4/14-4/20	Cornell Notes*	Ch. 11: The Juvenile Justice System	1. Complete Reading Assignment Pages 258 - 267 2. Complete Key Terms Assignment 3. Complete Chapter 11 Quiz by Sunday, April 20th at 11:30 p.m.
4/21-4/27	Cornell Notes*	Ch. 12: Juvenile Courts: Adjudication and Disposition	1. Complete Reading Assignment Pages 273 - 288

			<p>2. Complete Key Terms Assignment</p> <p>3. Complete Chapter 12 Quiz by Sunday, April 27th at 11:30 p.m.</p>
4/28-5/4	Cornell Notes*	Chapter 13: Diversion, Alternative Dispute Resolution, and Specialty Courts	<p>1. Complete Reading Assignment Pages 292 - 302</p> <p>2. Complete Key Terms Assignment</p> <p>3. Complete Chapter 13 Quiz by Sunday, May 4th at 11:30 p.m.</p>
5/5-5/11	Cornell Notes*	Chapter 14: Courts, Media, and the Litigation Explosion	<p>1. Complete Reading Assignment Pages 306 - 325</p> <p>2. Complete Key Terms Assignment</p> <p>3. Complete Chapter 14 Quiz by Sunday, May 11th at 11:30 p.m.</p>
5/12 - 5/15	Final Exams Week	Final Exam for CRIJ 1306 will be open in Blackboard from: 05/12/14 at 8:00	

		a.m. to 05/14/14 at 11:30 p.m.	
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Student Learning Outcomes (SLOs)

Student Learning Outcome(s)	Core Objectives (CO's)
<p>1. The student will describe the American judiciary system and its structure. 2. The student will identify the roles of judicial officers. 3. The student will identify the trial processes from pretrial to sentencing. 4. The student will interpret the role of evidence in the American judiciary system.</p>	<p><i>Critical Thinking Skills</i> - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information</p>
<p>1. The student will describe the American judiciary system and its structure. 2. The student will identify the roles of judicial officers. 3. The student will identify the trial processes from pretrial to sentencing. 4. The student will interpret the role of evidence in the American judiciary system.</p>	<p><i>Communication Skills</i> - to include effective development, interpretation and expression of ideas through written, oral and visual communication</p>
	<p><i>Empirical and Quantitative Skills</i> - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions</p>
<p>1. The student will describe the American judiciary system and its structure. 2. The student will identify the roles of judicial</p>	<p><i>Teamwork</i> - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal</p>

<p>officers.</p> <p>3. The student will identify the trial processes from pretrial to sentencing.</p> <p>4. The student will interpret the role of evidence in the American judiciary system.</p>	
	<p><i>Personal Responsibility</i> - to include the ability to connect choices, actions and consequences to ethical decision-making</p>
<p>1. The student will describe the American judiciary system and its structure.</p>	<p><i>Social Responsibility</i> - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities</p>

Program-Level Student Learning Outcomes (SLOs)

Program-Level Student Learning Outcome(s)	Course Learning Outcomes	Specific Assignment
<p><i>Upon completion of the program, students will be able to investigate a crime scene from commission of the crime to filing of charges on the suspect.</i></p>	<p>CT, COM</p>	<p>Module Assignments</p>
<p><i>Upon completion of the program, students will be able to report on the ethical considerations of the criminal justice system and the impact of crime on society.</i></p>	<p>CT, COM, PR</p>	<p>All course weekly quizzes, final exam, module assignments</p>
<p><i>Upon completion of the program, students will be able to report on how the American judicial system functions within the criminal justice system.</i></p>	<p>CT, COM, TW, PR</p>	<p>All course weekly quizzes, final exam, module assignments</p>

Odessa College Policies

Tuition Discounts

The “*First Course is Free*” discount waives standard tuition and fees for the first 3 credit hours taken at Odessa College. The discount applies to high school graduates taking their first class at Odessa College as well as transfer students taking their first class at Odessa College.

The “*Academic Progress Discount*” provides a 10% tuition discount upon completion of 30 credit hours until reaching 45 credit hours. It provides a 20% discount upon completion of 45 credit hours until reaching 60 credit hours. Student must maintain a 2.0 GPA to remain eligible for the discount.

Academic Policies

Note that the OC Student Handbook states (page 32) that “[i]n cases of academic dishonesty, the instructor has the authority to impose appropriate scholastic penalties. Complaints or appeals of disciplinary sanctions may be filed in accordance with the college due process procedure. Copies of the college due process procedure are available in the office of The Director of Student Life (CC104).”

For more information on your rights and responsibilities as a student at Odessa College, please refer to the following: *The 411 of OC: Student Handbook 2012-2013; Student Rights & Responsibilities* <http://www.odessa.edu/dept/studenthandbook/handbook.pdf>

Scholastic Dishonesty

Scholastic dishonesty shall constitute a violation of these rules and regulations and is punishable as prescribed by board policies. Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism and collusion.

"Cheating on a test" shall include:

- Copying from another student's test paper
- Using test materials not authorized by the person administering the test.
- Collaborating with or seeking aid from another student during a test without permission from the test administrator.
- Knowingly using, buying, selling, stealing or soliciting, in whole or in part, the contents of an unadministered test.
- The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.
- Substituting for another student, or permitting another student to substitute for one's self, to take a test.
- Bribing another person to obtain an unadministered test or information about an unadministered test.
- "Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work.

- "Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. (Source: *Odessa College Student Handbook 2012-2013, page 29-30*)

Special Populations/Disability Services/Learning Assistance

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

Odessa College affirms that it will provide access to programs, services and activities to qualified individuals with known disabilities as required by **Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (ADA)**, unless doing so poses an undue hardship or fundamentally alters the nature of the program or activity. Disabilities may include hearing, mobility or visual impairments as well as hidden disabilities such as chronic medical conditions (arthritis, cancer, diabetes, heart disease, kidney disorders, lupus, seizure disorders, etc.), learning disabilities or psychiatric or emotional disabilities. A student who comes to Odessa College with diagnosed disabilities which may interfere with learning may receive accommodations when the student requests them and submits proper documentation of the diagnosis. A Request for Accommodations form and guidelines for beginning the request process are available in the OC Help Center or on the Odessa College web site at <http://www.odessa.edu/dept/counseling/disabilities/index.htm>. The college strives to provide a complete and appropriate range of services for students with disabilities such as assistance with testing, registration, information on adaptive and assistive equipment, tutoring, assistance with access and accommodations for the classroom where appropriate. For information regarding services, students with disabilities should contact the Office of Disability Services in the OC Help Center located in Room 204 of the Student Union Building or call 432-335-6433. (Source: *Odessa College Catalog of Courses 2012-2013, page 52*)

Dropping a Course or Withdrawing from College

Students wishing to drop a non-developmental course may do so online using WebAdvisor, at the Wrangler Express, or Registrar's Office. A student wishing to drop a developmental course

or withdraw from college should obtain a drop or withdrawal form from the Wrangler Express or the Registrar's Office. Students are encouraged to consult with instructors prior to dropping a class. Students may not completely withdraw from the college by use of the Web. Students must drop a class or withdraw from college before the official withdrawal date stated in the class schedule. Students who are part of the Armed Forces Reserves may withdraw with a full refund if the withdrawal is due to their being ordered into active duty. A copy of the student's orders must be presented to the Registrar's Office at the time of the withdrawal. For details, please contact the Office of the Registrar. **No longer attending class does not automatically constitute withdrawal from that class, nor does a student's notification to an instructor that**

the student wishes to be dropped. Failure of a student to complete the drop/withdrawal process will result in a grade of “F.” (Source: *Odessa College Catalog of Courses 2012-2013*, page 36)

Student Support Services and Technical Support

Blackboard Support

I can't log into my Blackboard Course, who do I contact?

Contact the Student Success Center: 432-335-6673 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm. The SSC can provide you with your Blackboard login name. If you are not sure what your password is, they can reset your password.

I'm having a problem in my Blackboard Course, who do I contact?

For any problem that you have in your online course, always contact your Instructor first. Refer to the Instructor's Contact Information area of the Syllabus for their preferred method of contact and the expected response time.

Additional Blackboard Help Resources:

Service	Assistance Provided	Available
Blackboard Help for Students	Website with a searchable list of topics on how to navigate and use Blackboard for online courses.	Online Click here.
Blackboard On Demand Learning Center for Students	This website provides an extensive list of short tutorial videos for student activities performed in Blackboard.	Online Click here.

<p>Blackboard Collaborate: First Time Users</p>	<p>If you have never used Blackboard Collaborate before, this website provides a system requirements check, configuration instructions, and training and resources area.</p>	<p>Online Click here.</p>
<p>Blackboard Collaborate: Essentials for Participants</p>	<p>This website provides essential information for Participants of Collaborate sessions. Any Collaborate user, whether first-time or experienced, would benefit from reviewing the information here.</p>	<p>Online Click here.</p>

Student E-mail Support

How do I set up, access, or update my Odessa College Student E-mail account?
Go to this website and follow the directions on the page: <http://www.odessa.edu/gmail/>.

I can't access my student email! I forgot my password!

Contact the Student Success Center: 432-335-6673 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm. They can provide you with assistance in accessing your student email (created by OC) and can also assist with resetting your student email password. Make sure to have your student ID number available!

Your Blackboard login name is associated with your OC created student email account. All Correspondence for this course will be submitted using your Odessa College student email address.

Support for Students with Disabilities

How do I contact the Office of Special Populations?

Main Number	432-335-6861
Campus Location	SUB 204N in the Student Union Building
Email	Becky Rivera-Weiss - brivera@odessa.edu
Website	To find out more about services provided by the Special Populations office, please visit: http://www.odessa.edu/dept/counseling/disabilities/index.htm

Learning Resources Center (LRC; Library)

How do I contact the Learning Resource Center?

Main Number	432-335-6640
FAQ Service	LibAnswers: http://libanswers.odessa.edu
Contact a Specific OC Librarian	Pat Quintero at 432/335-6350 or pquintero@odessa.edu Donna Clark at 432/335-6645 or dclark@odessa.edu Carolyn Petersen at 432/335-6641 or cpetersen@odessa.edu
LRC Services and Guidelines Website	https://www.odessa.edu/dept/library/services/index.htm

Equipment and Services Provided:

The Murry H. Fly Learning Resources Center (LRC) supports the college's curriculum resulting in a primary emphasis on each student's individual study and research needs. The faculty and staff work with the LRC's Technical Services and Public Services Departments in choosing materials to support all college programs. More than 59,000 books, 50,000 electronic books, 350 current periodicals, 6,700 media holdings, eight newspapers, and 60 databases are available to enhance the educational process.

Equipment/Services Available	Used For	Available
Books, videos, CDs	Research	On Campus and Online
Specialized databases not available online for free	Research	On Campus and Online
Magazines, newspapers, & scholarly journals	Research	On Campus and Online
Computers	Research & word processing	On Campus
Selected textbooks for short-term use	Course work	On Campus
Trained staff	Answer "where do I find?"	On Campus and Online
Tutorials	Tips for research strategies	On Campus and Online
Photocopiers, VHS/DVD players, FAX service	For course work	On Campus
Quiet study areas	For course work	On Campus

Student Success Center (SSC) / AVID Center

How do I contact the Student Success Center?

Appointments are preferred, but walk-ins will be served as soon as possible.

Main Number	432-335-6673
Campus Location	1st floor of the Library
Website with Additional Help and Information	http://www.odessa.edu/dept/ssc/

**Live Online
Assistance / Chat**

[Click Here](#)

(If no one is currently available, please put your email and question(s) in the appropriate areas of the form and hit 'send.' Your question(s) will be addressed as soon as an SSC staff member becomes available.)

Equipment and Services Provided:

The purpose of the Odessa College Student Success Center is to provide assistance to students in meeting their academic and career goals. The SSC strives to continually provide new and updated resources that will empower all Odessa College students to succeed at OC and beyond.

Equipment/Services Available	Used For	Available
Tutoring by CRLA & Avid trained tutors	Understanding course work and motivation	On Campus and Online Click here for more information.
Student Information Seminars (SIS)	Demo email, Blackboard and SSC resources	On Campus and Online Click here for more information.
Study Skills	Tools needed to succeed	On Campus and Online Click here for more information.
Basic Technology	To navigate classes, email, etc.	On Campus and Online
Plato Web	Practice for TEAS test and basic math, science, etc.	On Campus and Online Click here for more information.
Project T.I.E.	Practice for GED/COMPASS	On Campus and Online Click here for more information.
Student Orientation/Tour	Show individual students where their classes will be. SIS presentation	On Campus
M.O.R.E. Mentoring	Networking, tips to navigate college life	On Campus

Program	successfully	Click here for more information.
Smart thinking	Online tutoring service. Connect with an e-structor and interact with a live tutor.	Online Click here for more information.

Veterans Support

How do I contact the office for Veteran's Outreach?

Main Number	432-335-6833
Campus Location	204M (Help Center) in the Student Union Building
Email	Gloria Rangel - grangel@odessa.edu
Website	To find out more about services provided by the Veteran's Outreach office, please visit: http://www.odessa.edu/dept/counseling/veterans/index.htm