1. **COURSE TITLE\*:** Criminal Investigation
2. **CATALOG – PREFIX/COURSE NUMBER/COURSE SECTION\*:** CJUS 2233
3. **PREREQUISITE(S)\*: None COREQUISITE(S)\*:**
4. **COURSE TIME/LOCATION/MODALITY: (*Course Syllabus – Individual Instructor Specific*)**
5. **CREDIT HOURS\*:2 LECTURE HOURS\*: 2**

 **LABORATORY HOURS\*: (contact hours) 0 OBSERVATION HOURS\*: 0**

1. **FACULTY CONTACT INFORMATION: *(Course Syllabus – Individual Instructor Specific)***
2. **COURSE DESCRIPTION\*:**

This course will introduce the fundamentals of criminal investigations through practical and theoretical approaches. Interviewing strategies, evidence collection and crime scene processing will provide a basis on which to manage an investigation and prepare for its presentation.

1. **LEARNING OUTCOMES\*:**

Upon completion of this course, students will-

* 1. Identify the characteristics of a thorough investigator.
	2. Discuss sources of information and explain their relevance to the investigative process.
	3. Explain the guidelines and procedures for conducting interview and interrogations.
	4. Analyze how constitutional law is applied to the collection of physical evidence by citing Supreme Court cases law.
	5. Understanding the application of investigative principles.
1. **ADOPTED TEXT(S)\*:**

*Criminal Investigations: The Art and the Science*

Lyman, Michael D. (2020). (9th ed.). Pearson.

ISBN 10: 0-13-518621-8

ISBN 13:978-0-13-518621-3

**9a: SUPPLEMENTAL TEXTS APPROVED BY FULL TIME DEPARTMENTAL FACULTY (INSTRUCTOR MUST NOTIFY THE BOOKSTORE BEFORE THE TEXTBOOK ORDERING DEADLINE DATE PRIOR TO ADOPTION) \*\*\*.**

1. **OTHER REQUIRED MATERIALS: (SEE APPENDIX C FOR TECHNOLOGY REQUEST FORM.)\*\*** At the discretion of the instructor
2. **GRADING SCALE\*\*\*:**

Grading will follow the policy in the catalog. The scale is as follows:

A: 90 – 100

 B: 80 – 89

 C: 70 – 79

 D: 60 – 69

 F: 0 – 59

1. **GRADING PROCEDURES OR ASSESSMENTS: (*Course Syllabus – Individual Instructor Specific)***

There are three evaluative components to this course: **(1)** three exams s (70% of total grade), **(2)** a research paper (23%), and **(3)** class participation and attendance (15%).

**(2) Exams.** There will be four 100-point examinations including a comprehensive final exam. All exams will contain material covered previously in the course/program. Students are expected to achieve a passing score of 70 on the exams. **The exam with the lowest score will not be counted toward the final grade**. MAKE UP EXAMS WILL NOT BE PROVIDED.

**(3) Research Paper**: Class Assignment-

Each student will be responsible for a research paper consisting of 750 to 1,000 words of original narrative documentation in APA format. The paper shall be double-spaced with a font of 12 or less in size and margins of one inch from top and bottom of the paper and one inch from each side on an 8.5 by 11 inches page. The research paper shall include a cover page and reference page(s) with three or more references. The cover page and reference page(s) will not be counted toward the required number of words. Diagrams and charts may be used but will not be counted as words. Drawings and photographs should not be used. Late papers will receive 20% penalty per class.

Topics from the research paper may be taken from the following list:

The Collection of Physical Evidence from the crime scene.

The Collection of Physical Evidence from the victim.

The Collection of Physical Evidence from the suspect.

Latent Prints

Inked Prints

Comparison of Prints

Comparison standards of Shoeprints

Comparison standards of Tire Tracks

Crime Scene Photography

Microscopic Evidence

Fibers as Evidence

Hair as Evidence

Blood Spatters

Blood as Evidence

Body Fluids as Evidence

D.N.A.

Comparison of Glass

Tool Markings as Evidence

Firearms as Evidence

Document Examination

Handwriting Examination

Arson Investigation

Interview Techniques

Or another topic approved by the instructor after outline submitted.

This assignment requires you to write a 750 to 1,000 -word paper following APA style.

|  |
| --- |
| **Content and Development - 50 Points** |
| All key elements of the assignment are covered in a substantive way. The body of the paper is at least 750 words in length  The paper, including the title page, reference page and citations of original works within the body of the paper follows APA formatting guidelines. |
| **Mechanics - 25 Points** |
| Sentences are complete, clear, and concise.Rules of grammar, usage, and punctuation are followed.Spelling is correct.Sentences are well constructed, with consistently strong, varied sentences.Sentence transitions are present and maintain the flow of thought. |
| **Readability and Style - 25 Points** |
| The paper is laid out with effective use of headings, font styles, and white space.The tone is appropriate to the content and assignment.The content is comprehensive, accurate, and persuasive.Major points are stated clearly; are supported by specific details, examples, or analysis; and are organized logically.The conclusion is logical, flows from the body of the paper, and reviews the major points. |
| **Total - 100** |

**Grading Rubric for Research Paper**

**Grade Instruments: Number Required** **Maximum Points** **Percent of Total Grade**Exams 3 @ 100 points each 300 70 %

Research Paper 1 @ 100 point 100 23%

Class participation

& Attendance 1 @ 30 points 30 7%

 Total: 430 100%

Grading Scale:

387 – 430 = A

343 – 386 = B

299 – 342 = C

255 – 298 = D

 0 – 254 = F Must retake course

1. **COURSE METHODOLOGY: *(Course Syllabus – Individual Instructor Specific)***

**14. COURSE OUTLINE: *(Course Syllabus – Individual Instructor Specific)***

***(Insert sample course outline with learning outcomes tied to assignments / topics.)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Week** | **Topic** | **Learning Objectives** | **Readings** | **Assignments** |
| 1 | Introduction / Foundations and History of Criminal Investigation | LO 5  | Chapter 1- Foundations and History of Criminal Investigation | Chapter 3 |
| 2 |  The Crime Scene: Field Notes, Documenting and Reporting  | LO 5  | Chapter 3 - The Crime Scene: Field Notes, Documenting and Reporting  | Chapter 2  |
| 3 | The Crime Scene: Identification and Collections of Evidence | LO 1 | Chapter 2 - The Crime Scene: Identification and Collections of Evidence | **Study for Test** **Chapters 1, 2 & 3**  |
| 4 | **Test 1** | LO 1LO 5 | **Test 1****Chapters 1, 2 & 3** | Chapter 4  |
| 5 | Identification of Criminal Suspects: Field and Laboratory Services | LO 4  | Chapter 4 - Identification of Criminal Suspects: Field and Laboratory Services | Chapter 4 |
| 6 | Identification of Criminal Suspects: Field and Laboratory Services | LO 4 | Chapter 4 - Identification of Criminal Suspects: Field and Laboratory Services  | Chapter 6  |
| 7 | Interview and Interrogations | LO3 | Chapter 6 -Interview and Interrogations | Chapter 19  |
| 8 | Preparations for Court | LO 4LO 5  | Chapter 19 -Preparations for Court | **Test Chapters 4, 6, & 19**  |
| 9 | **Test 2** | LO 3LO 4 LO 5 | **Test 2 Chapters 4, 6, & 19** | Chapter 14  |
| 10 |  Theft and Related Offenses | LO 1LO 5 | Chapter 14 - Theft and Related Offenses | Chapter 11 - **Research Paper Due Week 11**   |
| 11 | **Research Paper Due** Assault and Related Offenses | LO 1LO 5  | Chapter 11 - Assault and Related Offenses | Chapter 10  |
| 12 | **Research Paper Due** Robbery | LO 1LO 5  | **Research Paper Due**Chapter 10- Robbery | Chapter 9 |
| 13 | Death Investigations | LO 1LO 5  | Chapter 9 - Death Investigations | Review Chapters 9, 10, 11, & 14 |
| 14 | Review | LO 1 LO 5  |  | **Test**  **Chapters 9, 10, 11, & 14**  |
| 15 | **Test 3**  | LO 1 LO 5  | **TEST 3 CHAPTER 8, 9, & 10** | Study Material presented during course |
| 16 | **Exam Week** |  LO 1LO 2LO 3LO 4LO 5 | Material presented during course | **COMPREHENSIVE FINAL EXAM** |

**15. SPECIFIC MANAGEMENT REQUIREMENTS\*\*\*:**

***Student Responsibilities:***

Specific login and activity requirements will be indicated in the initial instructions for any online sections.

**WRITING EXPECTATIONS**

All written submissions should be submitted in a font and page set-up that is readable and neat. It is recommended that students try to adhere to a consistent format, which is described below.

* Typewritten in double-spaced format with a readable style and font and submitted in class on the due date and submitted to Turnitin.com.
* Arial or Times New12-point font.
* Page margins Top, Bottom, Left Side and Right Side = 1 inch, with reasonable accommodation being made for special situations.

**CITATION AND REFERENCE STYLE**

All assignments for the (papers, essays, exams, and Discussion forums) must follow the APA Style guidelines. Students should refer to the Purdue OWL at <https://owl.purdue.edu/owl/purdue_owl.html> for the correct citation method.

**LATE ASSIGNMENTS**

Students are expected to submit classroom assignments by the posted due date and to complete the course according to the published class schedule. As adults, students, and working professionals I understand you must manage competing demands on your time. Should you need additional time to complete an assignment please contact me before the due date so we can discuss the situation and determine an acceptable resolution. Work that is late without prior arrangements agreed to result in a 20% penalty for each class late.

**NETIQUETTE**

Southern State Community College promotes the advance of knowledge through positive and constructive debate--both inside and outside the classroom. Discussions on the Internet, however, can occasionally degenerate into needless insults and “flaming.” Such activity and the loss of good manners are not acceptable in a college setting--basic academic rules of good behavior and proper “Netiquette” must persist. Remember that you are in a place for the fun and excitement of learning that does not include descent to personal attacks, or student attempts to stifle the discussion of others.

* **Technology Limitations:** While you should feel free to explore the full-range of creative composition in your formal papers, keep e-mail layouts simple.
* **Humor Note:** Despite the best of intentions, jokes and--especially--satire can easily get lost or taken seriously. If you feel the need for humor, you may wish to add “emoticons” to help alert your readers: ;-)

***Turnitin.com:*** [**Turnitin.com**](http://www.turnitin.com/static/home.html?session-id=062d95ed88cd62a022c27c8f497720c6) is a tool to improve student research skills that also detect plagiarism. Turnitin.com provides resources on developing topics and assignments that encourage and guide students in producing papers that are intellectually honest, original in thought, and clear in expression. This tool helps ensure a culture of adherence to the University's standards for intellectual honesty. Turnitin.com also reviews students' papers for matches with Internet materials and with thousands of student papers in its database, and returns an Originality Report to instructors and/or students. **Turnitin.com** is a web-based [plagiarism](http://www.apus.edu/center-teaching-learning/faculty-resources/turnitin/Plagiarism-Policy.htm) prevention application licensed for campus use.

Turnitin.com analyzes electronic submissions of student writing, compares them to the contents of a huge online database, and generates a customized Originality Report. The database used to produce this analysis contains a massive collection of documents available on the Internet from both free and commercial sources, as well as the full texts of all other papers that have been previously submitted to Turnitin.com.

The Similarity index is based on the amount of matching text to a submitted paper:

Blue = no matching text

**Green** = one word to 24% matching

**Yellow** = 25 -49% matching text

**Orange** = 50-74% matching text

**Red=**75-100% matching text

**Note:** Work submitted in this class may be seen by others. Others may see your work when being distributed, during group project work, or if it is chosen for demonstration purposes. Other instructors may also see your work during the evaluation/feedback process. There is also a possibility that your papers may be submitted electronically to other entities to determine if the content is original and references are cited appropriately.

**Need for assistance:** If you have any condition or situation which will make it difficult for you to carry out the work as outlined, please notify the instructor as soon as possible. Students with disabilities may contact the Disabilities Service Office, Central Campus at 800-628-7722 or 937-393-3431.

***Instructor’s Responsibilities:***

The instructor will enhance and expand the meaning and application of the subject matter covered throughout the course. At the beginning of each quarter, the instructor will distribute syllabi listing all class sessions and course requirements. The instructor will facilitate class discussion and be available to students who need additional educational assistance

***Academic Dishonesty/Plagiarism:***

In the learning environment, a professional attitude begins in the classroom. For that reason, students and faculty will not tolerate or commit any form of academic dishonesty.

Any form of deception in the completion of assigned work is considered a form of academic dishonesty. This includes, but is not limited to:

* Copying work from any source.
* Assisting, or allowing another to assist you, to commit academic dishonesty.
* Any attempt to share answers whether during a test or in the submission of an assignment.
* Any attempt to claim work, data or creative efforts of another as your own.
* Resubmitting graded assignments for use in multiple classes (recycling your work).
* Knowingly providing false information about your academic performance to the college.
* To avoid plagiarism, do not "copy and paste" into assignments without using quotation marks and citing, in APA format, the source of the material.

***Plagiarism***

Papers that you write in your program of study must follow the guidelines set by the American Psychological Association (APA)). Using another’s intellectual creation without permission or without giving appropriate credit is the academic equivalent of theft.

***Consequences of Academic Dishonesty/Plagiarism***

All violations of academic policy are documented and made a part of the student's academic record. When academic dishonesty is confirmed, the student will immediately be notified of the incident, which may result in one or more of the actions listed below:

* Reduction in grade on the assignment on which the violation occurred
* No credit on the assignment, paper, test, or exam on which the violation occurred
* A failing grade for the course
* Suspension or dismissal from the college

**16. FERPA:\***

Students need to understand that your work may be seen by others. Others may see your work when being distributed, during group project work, or if it is chosen for demonstration purposes. Students also need to know that there is a strong possibility that your work may be submitted to other entities for the purpose of plagiarism checks.

**17. ACCOMMODATIONS: \***

Students requesting accommodations may contact the Academic Affairs office administrative assistant, Barb Fleming, at bfleming@sscc.edu or 937-393-3431 X-2620.

Students seeking a religious accommodation for absences permitted under Ohio’s Testing Your Faith Act must provide the instructor and the Academic Affairs office with written notice of the specific dates for which the student requires an accommodation and must do so no later than fourteen (14) days after the first day of instruction or fourteen (14) days before the dates of absence, whichever comes first.  For more information about Religious Accommodations, see the full policy at <https://www.sscc.edu/services/accessibility-services.shtml#religious-accommodations>

or contact the Academic Affairs office administrative assistant, Barb Fleming, at bfleming@sscc.edu or 937-393-3431 X-2620.

**18. OTHER INFORMATION\*\*\*:**

**SYLLABUS TEMPLATE KEY**

**\*** Item cannot be altered from that which is included in the master syllabus approved by the Curriculum Committee.

**\*\*** Any alteration or addition must be approved by the Curriculum Committee

**\*\*\*** Item should begin with language as approved in the master syllabus but may be added to at the discretion of the faculty member.