

Kennesaw State University
Criminal Justice
CRJU 3320 Criminal Investigations
Spring 2014: January 08 – May 10
Tuesdays & Thursdays: 6:30PM – 7:45PM

Instructor: Ms. Jacqueline Smith
Office: TBA
Office Hours: By appointment only
Contact: 770 423-6739
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Course Description and Objective:

This course examines the historical, theoretical, and technological aspects of the investigation of crime. The topic areas include crime scene examinations, the collection and preservation of evidence, forensic and behavioral sciences, inter-views/interrogations, and the use of technology by law enforcement agencies.

- Overall, the objective of this course is to give the student the opportunity to
- Increase his or her understanding of the criminal justice systems, the professionals, and their credibility;
- Viewing of preparation and presentation of court cases to court systems (grand juries, suppression hearings, court/jury trials, etc.) using recognition, documentation and preservation techniques;
- Express his or herself coherently in orally and in writing while using analytical data, concepts and principles;
- Engage in critical thinking, reading, and writing about law enforcement convictions throughout the time the crime is committed and the court testimony;
- Understanding the crime scene and the need to preserve it throughout the entire stages of investigations.

Required Reading Text:

Criminal Investigation Eleventh Edition, Neil C. Chamelin, Charles R. Swanson, Robert W. Taylor, and Leonard Territo.

ISBN: 978-0-07-811152-5

www.mhhe.com

Course Requirements:

Class Conduct & Information:

Be on time and don't miss class: Please show respect to the professor, guest speakers, and your classmates by being ON TIME. Class will begin promptly at 6:30PM. Be sure to turn off all cell phones. Do not surf the Internet, text, or do anything that is not related to class while class is taking place. If any behavior disrupts the learning environment I reserve the right to ask you to leave. I expect professional behavior at all times during class.

Communications: The best way to get in touch with me is via email. Please email me if you have any questions about course material. In order to ensure privacy I will only respond to emails that are from official US email addresses. Please be sure to send emails that are professional, which means including a proper subject heading (e.g., CJ 3315 Class), a proper introduction (e.g., Ms. Smith: This is Jane Doe from your CJ 3315); and finally your question or comment about the class. I will respond to your email within 48 hours (excluding holidays and weekends).

Attendance/Participation: Plan to attend the entire scheduled time for each day per your course schedule. Although attendance is not required; attending class will often give insights to exam material and other valuable information during class time. I *strongly* advise that you do not miss class. Excessive absences due to medical reasons must be verified through the Office of Student Affairs. If you miss class for any reason **you** are responsible for getting class notes and any related information from another student in class. Under no circumstances do I give out my own notes or PowerPoint presentations. I will also show educational movies and have guest speakers throughout the semester. The dates for these presentations will be worked into class time and within the appropriate sections of class. I will not know when these presentations will occur, due to the scheduling nature of such events, so it is imperative that you attend all classes, as I cannot re-create guest lectures or movies. Questions concerning such presentations will be included on tests within a given section.

Students are **expected to read** and follow the schedule in the course syllabus, to read assigned text chapters and to seek and read additional suggested resources as provided by the textbook and Instructor. In addition, students are expected to be alert and attentive with note taking in class and have a **demonstrated desire** to participate in any discussion. Exams are to be completed within the deadlines given by the Instructor, and any special instructions for the paper and/or writing assignment(s) are to be followed **precisely**. The Instructor will announce all deadlines and instructions as well as provide reminders about the pace or flow of the course either in class on the assigned dates or through Desire to Learn (D2L).

Participation is not only expected; it is required. The professor is the emcee of your education. This class can be an "easy A" class if you (the student) participate within receiving your needed information to education. If you participate within class

discussion, there is a strong possibility that you will receive another point. The desire is to cultivate respectable discussion among others.

Attendance: All students are expected to attend scheduled classes and should be punctual. Students are responsible for turning in and obtaining all work that takes place in class, even if you are not present for class. Students are expected to conduct themselves in a professional manner. Rude and obnoxious behavior will not be tolerated.

Exams: There will be three (3) multiple choice, true/false and essay exams given. Each exam is comprehensive and will cover the material that was discussed from the end of last test beginning. There will be a final. The final will NOT be comprehensive. There will be NO makeup exams or quizzes unless approved by the Instructor.

Grading Scale:

Three (3) Exams	= 100 points
Final	= 100 points
<u>Project</u>	<u>= 100 points</u>
Total	= 500 points

All types of electronic devices (e.g. cell phones, pagers, personal digital assistance, laptops, iDevices or any other electronics) are prohibited during the class and during exams. Promptness is necessary for examinations. Students will not be allowed to take exams if they arrive **after the first person finished has turned in their exam**. The student arriving late will receive a **ZERO** for that test. This is to ensure academic honesty.

Content Delivery: If there are disagreements, problems learning, or any lack of conformity in the application of the study; please do not hesitate to contact the instructor within the semester. It does neither of us (the student or the Instructor) to learn at the end of the semester that you (the student) did not learn anything as you would have hoped to in this class or me (the Instructor) did not facilitate learning instructions for you. This class has two participants: you and me and we must all play our parts.

Any issue in learning the subject matter, immediately consult me for clarification. Additionally if you are not having an optimal learning experience; please contact me immediately.

PHOTOGRAPHY OF THE POWER POINT SLIDES ARE STRICTLY PROHIBITED.

Syllabus adjustments will be announced in class and/or posted on Desire 2 Learn as necessary.

Expectations

This is a 3000-level course and I expect junior/senior-level work from you. If you feel you are not yet ready to tackle this level of coursework, then I advise you to enroll for this class at a later date. There will be writing assignments due throughout the semester. I expect clear writing with adequate style, correct grammar, and (when applicable) proper use of scholarly references. All turned in work must be typed in 12 point, Times New Roman font, double spaced, on standard paper with one inch margins.

In class, you should be ready to think critically about the topics we cover and to participate in class discussions. I expect you to read all assigned materials prior to the beginning of class and to arrive in class prepared to actively learn and participate.

CONCLUSION OF THE COURSE:

I can be reached by email. I will try to direct you to the correct answer without answering it for you. One of the skills students must learn is how to answer questions themselves. I am eager to receive questions but answering them will be part of the learning process for you. Communication with me outside of the classroom (either during breaks or via email) is not counted for your grades so don't worry about hurting yourself by asking. The only way you get hurt is by not asking and not learning.

At this stage of the semester, you are undoubtedly eager to learn the material in this course and hopeful that the practice of law and criminal procedure, no matter what field you choose, will be interesting and rewarding. If at the end of the semester you have the same enthusiasm and goals, and a solid foundation in criminal investigations, I will consider that a success. I look forward to learning with and from all of you.

Academic Integrity and Dishonesty

I take plagiarism and other forms of cheating **very seriously { Gun Shot Wound (GSW)}**. All the work you do in this course is to be your own. I encourage you to study with friends, but be sure that everything you turn in is your own, original work. Regarding references, anytime you use someone else's work and do not accompany it with a proper citation to the author, you have committed plagiarism regardless of whether or not you intended to do so. It is also inappropriate to use your own work for multiple classes and any such actions will be treated just like plagiarism.

Do not copy anything off the Internet, out of books/articles, from friends, or from any other source or person. This includes direct cutting-and-pasting, summarizing or quoting without citing, and changing the original wording just enough so that you think you can

pass it off as your own. If I find that you have engaged in plagiarism, you will receive an F in the entire course and I reserve the right to take further disciplinary action(s) at the university level. Do Not Do It!

Academic Honesty: Plagiarism and other forms of academic misrepresentation are viewed as extremely serious matters. Misrepresentation of another's work as one's own is widely recognized as among the most serious violations. The violation is clearly flagrant when it occurs as plagiarism on a required paper or as cheating on an examination. The punishment for such offenses can involve expulsion from Kennesaw State University.

Academic dishonesty is representing another's work as one's own active complicity in such falsification violating test conditions and plagiarism -- stealing and passing off the ideas and words of another as one's own or using the work of another without crediting the source. The sanctions for academic dishonesty are:

The minimum sanction for the first offense is an F for the test or assignment, but the usual sanction is an F in the course which the violation took place. The minimum sanction for the second offense is an F in the course, but the usual sanction is suspension of the student from Kennesaw State University.

It is the responsibility and obligation of each student personally, to uphold the Academic Honor Code. Students are required to report any observed instance of academic dishonesty to your professor.

Make-up Policy

Any make-up opportunities are allowed **only at the discretion of the instructor and immediate notification from the student is imperative.** Tests and quizzes for Criminal Procedure are excluded from this policy. There are NO make-up tests and/or quizzes or case brief summaries. Obviously, missed attendance cannot be made up at a later date. However, notification must be made BEFORE exams.

Note: University policy does allow excused absences in certain situations such as: school sponsored events, jury duty, and military service (consult the university catalog for all rules and procedures). All of these excuses require proper documentation. Family emergencies, illnesses, births, deaths, incarceration or other events and calamities are NOT excused absences and decisions regarding such absences are left to the **professor's discretion.**

Incompletes will be given only when circumstances beyond the student's control cause a substantial amount of course work to be unfinished by the end of the semester.

Whenever possible, you are expected to make extra efforts to prevent this situation from occurring. The instructor will be the sole judge of whether an incomplete is warranted.

As a member of an academic community that places a high value on truth and knowledge, Kennesaw State University students are expected to be honest in every phase of their academic life and to present as their own work. Each student is expected to read and understand the Academic Honor Code in the Kennesaw State University Catalog.

For this course, cheating and plagiarism will result in an immediate and irrevocable failing grade for that assignment, pop quiz, or test/exam.

Students with Disabilities:

I am committed to assisting students with documented disabilities to succeed in this course. The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
disAbled Student Support Services:

Ms. Carol Pope, Assistant Director (Office) 770 423 6443
(Fax) 770 423 6667 (TDD) 770 423 6480

Academic Dishonesty: Academic dishonesty of any variety will not be tolerated. Any instance coming to the attention of the instructor will result in the assignment of an "F" grade for the course, and notification of the appropriate Deans.

Kennesaw State University Vision

Kennesaw State University is among the best learning-centered comprehensive universities in the country and is expanding its programs of distinction to meet state and national needs. KSU provides excellent and accessible education, promotes research and scholarship, fosters community engagement, supports intellectual inquiry, and contributes to economic development. KSU alumni are well educated in the liberal arts, leaders in their chosen professions, and engaged citizens whose global awareness and lifelong learning make them visionary leaders for Georgia, the nation, and the world.

Kennesaw State University Mission

Kennesaw State University is a comprehensive public university that serves primarily northwest Georgia and Atlanta. With nationally recognized liberal arts, professional, and continuing education programs, KSU offers exemplary disciplinary and interdisciplinary education at the baccalaureate, masters, specialist, and professional doctoral levels. KSU's students prosper in a supportive environment with faculty, staff, and administrators who are vitally engaged in student life. KSU's academic programs are collaborative and creative, emphasizing both the development and application of knowledge. The KSU community values and promotes integrity, global awareness, technological literacy, diversity, and lifelong learning.

Kennesaw State University Goals

KSU's 2007-2013 Strategic Plan identifies the following as the University's five leading goals:

Goal 1: To enhance and expand academic programs and delivery.

Goal 2: To improve retention, progression, and graduation rates while maintaining high quality.

Goal 3: To expand campus resources and enhance campus infrastructure.

Goal 4: To enhance student life activities and prepare students to be leaders.

Goal 5: To improve service, strengthen accountability, and establish a stronger sense of community.

NOTE: This syllabus is for planning purposes. It is tentative and subject to change at the discretion of the Instructor. However, every effort will be made to keep changes to a minimum. Students should regularly check Desire 2 Learn (D2L) for announcements.

Course Outline
January 2014

Criminal Investigations
Topic of Discussion

Week 1 (January 9th)
*Chapter 1:

Introduction
The Evolution of Criminal Investigations

Week 2
*Chapter 2:

Legal Aspects of Investigations

Week 3:
*Chapter 3:

Investigators, Investigator's Process, Crime Scene

Week 4:
*Chapter 4: Physical Evidence

*******Exam One** **Thursday, January 30th*******

February 2014: **Topic of Discussion**

Week 5:
*Chapter 5: Interviews & Interrogation
Week 6:
*Chapter 6: Field Notes and Reporting
Week 7:
*Chapter 7: Follow-up Investigations & Resources
Week 8:
*Chapter 8: The Crime Lab & Crime

*****NO CLASS FEBRUARY 13 - 19TH*****

*******Exam Two** **Thursday, February 27th*******

March 2014:

Week 10:
*Chapter 9: Injury & Death Notification
Week 11:
*Chapter 10: Sex Related Offenses
Week 12:
*Chapter 11: Crimes vs. Children

*******Exam Three** **Thursday, March 27th*******

*****SPRING BREAK MARCH 27 – APRIL 08, 2014 2013*****

April 2014:

Week 12: **APRIL 11, 2014** **Project Day**
Week 13:
*Chapter 12: Robbery
*Chapter 13: Burglary
*Chapter 14: White-Collar Crime & Larceny
*Chapter 15: Vehicle Thefts & Related Offenses

*******Project Paper Due: Tuesday, April 18, 2014*******

Week 15: **MAY 02 – 08, 2014** **FINAL EXAM**

Course Project and Paper

The Instructor will give the class a scenario. There are three roles that a student will choose from to investigate the scenario. It is up to you (the student) to choose a role in the investigation of the scenario. The roles consist of (1) Police Officer, (2) Crimes Scene Unit and; (3) Investigator.

Once you choose your role, you are to write a 500 word or 3-page paper that does NOT include the title page and reference page (both are required) and turned in to the instructor at the end of the semester or the designated date: **APRIL 18, 2014 BY**

2350HOURS). The paper should be 12-font, double-spaced, and free from grammatical errors. The paper allows you to express your creativity within the realms of the topics covered in the course.

Grading will be based upon the content, the apparent effort put forth, the data reported, the accuracy of information, the composition, style and grammar used. Special attention should be given to sentence structure and vocabulary.

In the social sciences (sociology, criminology, psychology, etc.) the preferred style of writing papers is the American Psychological Association (APA) Style. For students interested in learning this style, the manual for writing in the APA style is available at local bookstores. If you have questions about style contact your instructor or faculty in the writing lab.

Some suggestions in writing your paper for the different roles are

Police Officer Role and Questions:

From the police officers viewpoint, what did you notice on call? Are there any suspects on scene? Have you interviewed all victim(s) and witness(es)? Is there evidence at the scene that needs to be collected? Where should the crime scene tech to take pictures? Is medical attention needed? How much of the medical information will you put in the report?

Crime Scene Unit Role and Questions:

From the Crime Scene Unit viewpoint, what evidence will be collected to support the case? What pictures or video will be taken to support the theory? What steps will be taken to confirm your theory that the suspect in custody is the person who committed the crime? List in detail all collected evidence and how it will support your theory?

Investigator Role and Questions:

What did you notice on scene, or follow up, that can contribute to the conviction of the suspect? Who will be interviewed and who will be interrogated? What questions will you ask and what will you determine from the answers to lead you to a suspect if one is not in custody.