Introduction to Criminal Investigation
CJS 201.01 - Course Syllabus
MWF 9:00 AM – 9:50 AM
Instructor: Jillian Hobbs-Garza
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Course Description: "History, development, and philosophy of criminal investigations; introduction to criminal investigation agencies at the local, county, state and Federal level. Required for all criminal justice majors and minors." (SFASU Catalog, CJ section, p. 4) Essentially, this course will provide a broad overview of a criminal investigation from beginning to end. Techniques for investigating specific crimes will also be addressed.

Class times and location: CJS 201.01 meets in F471 MWF at 9:00 AM- 9:50 AM
Office hours: M,W,F 10:00-11:00 AM; 12:00-1:00 PM or by appointment

Textbooks:
1) Criminal Investigation, 3rd Edition, Becker, Aspen Publishing (Required)

Program Learning Objectives

• The student will demonstrate an understanding of the three major components of the CJS, and the concepts of policing, corrections, courts, juvenile justice, probation and parole, and victimology.
• The student will demonstrate critical reasoning, problem solving abilities, communications skills, and technology skills.
• The student will demonstrate an understanding of the functions of policing in the United States in terms of its historical roots, structure, and contemporary issues.
• The student will demonstrate an understanding of the court system in the United States in terms of structure, constitutional issues and historical precedents.
• The student will demonstrate an understanding of the social, political, economic, and cultural factors that influence the development of criminological theory and its application to criminal behaviors.
• The student will demonstrate an awareness of ethical issues in criminal justice, and how to use ethical reasoning to formulate decisions and promote positive organizational and professional trust.
Student Learning Objectives

• The student will be able to define the role of a criminal investigator in the processing of a crime scene.
• The student will be able to identify the seven steps of the investigative process.
• The student will be able to articulate the different forms of evidence and give examples of each.
• The students will be able to describe the role of the criminal investigator in the prosecution of a charged person.
• The student will be able to articulate the developments of crime scene analysis and evidence processing.
• The student will be able to demonstrate the appropriate method of conducting a crime scene search.

Assessment of Program Learning Objectives PLO’s will be assessed through Pre and Post testing. The assessment tool (a ten question quiz) will attempt to capture the knowledge of students regarding the content of the PLO’s listed above.

Class Assignments

Quizzes - During the course of the semester, six (6) unannounced quizzes will be administered. The lowest grade will be dropped and I will take the average of the five highest grades.

Exams - There will three major exams including the final exam. The final exam will not be comprehensive. Each test is worth 20% of your final grade. A Form 882 Scranton and two sharpened number two pencils will be required for each exam. Exams completed on crumpled scantrons or in ink will not be graded. Tests will also contain a fill-in-the-blank section.

Grading

1. The average of the (5) quizzes is worth 25% of the final grade.
2. Each of the two major exams is worth 25% of the final grade.
3. The final exam will be worth 25% of the final grade.

**** Grades will be posted on BlackBoard at http://blackboard.sfasu.edu****

Student Requirements

• Reading - This class cannot be successfully completed without reading the required textbook chapters. Please pay special attention to bold headings, words in italics, bullets, marginal notes, illustrations, the chapter summary, and the list of key terms.
• Speaking - Classroom discussion/ participation is encouraged.
• Computer Literacy - Students will be expected to utilize a word processing program, preferably Microsoft Word, send and receive communications by email. Student should
also be familiar with BlackBoard as much of this course’s communication will take place on Blackboard (http://blackboard.sfasu.edu)

- Critical Thinking Skills - Understanding and functioning within the criminal justice system is not a matter of just learning facts. The ability to think critically is essential. Stories and scenarios presented in class will address this skill.

A few rules....

1. No cell phone usage… this includes texting. You will be asked to leave – so don’t do it.
2. Maturity – Certain topics within this course may stir emotional reactions in some. So as not to distract others or derail the lecture, mature behavior is required. If you distract my class, you will be asked to leave.
3. Please do not arrive late. It is distracting for myself and others.
4. Quizzes are essentially my way of taking attendance – therefore, if you miss a quiz, you will not be allowed to make-up the quiz without proof of a medical emergency or a personal tragedy.
5. If you are late for an exam, you will not be allowed in if tests have been distributed to students. You will have to complete a make-up test at a later date.
6. This class will be somewhat informal in structure and discussion is encouraged. Please treat others with respect and courtesy.
7. I do not “give” grades, I merely report them. You are in control of what your final grade is. Please track your progress online through BlackBoard.
8. There will be no incompletes given for other than medical emergency or personal tragedy. Documentary evidence is required and is subject to check. Academic hardship does not qualify as an excuse.
9. Generally, there will be no make-up papers, quizzes or tests absent a properly documented medical emergency or personal tragedy.
10. Any missed paper, quiz or class discussion for which no valid, documented excuse is provided counts as a Zero (0) and not as a Failure (F).

11. This syllabus and the following schedule is a general guide. Coverage of the material may be accelerated, decelerated, rearranged, augmented, diminished or otherwise modified when in the Professor's opinion the class will benefit.

Communication:

I have a genuine interest in you learning the material presented in this class and being able to apply it. Please approach me with any questions or concerns that you may have over the material before class, after class, during my office hours, or through email.

While much of the information (including grades) will be provided via BlackBoard, I prefer that you do NOT contact me through the mail system on BlackBoard. Instead, please contact me at my SFA email address: hobbsgarjn@sfasu.edu I will make every effort to respond to your emails within 24 hours. If you have an urgent matter that needs to be addressed, you may contact me on my cell phone at (936) 332-4431.
Additionally, if you are experiencing a personal hardship that hinders your ability to succeed in this course, please contact me immediately.

Class Decorum and Student Conduct:

Many criminal justice settings such as court proceedings for example are formal in nature. They involve specific and "traditional" standards of personal conduct. The key elements are order, personal restraint, and courtesy. There is no better place to start practicing these behaviors than in this class. Students will be expected to raise their hand to be recognized, to not speak while others are speaking, to deactivate all electronic devices (not notebook computers or watches), especially cell phones (NO TEXTING!), to avoid "sidebar" remarks or other annoying disruptions such as tardiness or early departures, and to be rational, civil, and self-controlled at all times. Cheating of any kind is strictly forbidden. Violating these standards will evoke one or all of the following remedies: a verbal warning, a consultation and written warning, a request to leave the classroom, expulsion from the class. Thank you in advance for proper deportment.

Withheld Grades

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

Attendance Policy

Attending class is imperative to gaining a comprehensive understanding of the material. To be successful in this course, you must attend lecture. There will be unannounced quizzes over material that was covered only in class – not in the book. In other words, if you were not in class, you will not be able to successfully complete the quizzes.

Academic Integrity

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.
**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.

Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

**Students with Disabilities**

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

**Acceptable Student Behavior**

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/ in inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.
Tentative Class Schedule

Week 1- August 29 - September 2
    Chapter 1- Introduction to Criminal Investigation
    Chapter 2- A Brief History of Criminal Investigation
    Chapter 3- The Crime Scene

Week 2- September 5-9
    September 5- HOLIDAY/ No class (Labor Day)
    Chapter 4- The Law of Search and Seizure

Week 3- September 12-16
    Chapter 4- The Law of Search and Seizure- cont’d
    Chapter 5- Blood Evidence
    Chapter 6- Suspect Identification
    Chapter 7 – Managing Criminal Investigations and Cultivating Sources of Info.

Week 4- September 19-23
    Chapter 7 – Managing Criminal Investigations and Cultivating Sources of Info./Review
    September 21- Test #1 – Chapters 1-7
    Chapter 8- Interrogation

Week 5- September 26-30
    Chapter 8- Interrogation-cont’d
    Chapter 9- Firearms Investigation

Week 6- October 3-7
    Chapter 10- Death Investigation

Week 7- October 10-14
    Chapter 11- Assault
    October 14- Instructor is out of town/ No class!

Week 8- October 17-21
    Chapter 13- Sexual Assault

Week 9- October 24-28
    Chapter 12- Robbery
    Chapter 14- Theft and Burglary

Week 10- October 31- November 4
    October 31- Test #2 – Ch. 8-14
    Chapter 15- Drug Offenses

Week 11- November 7-11
    Chapter 17- Terrorism
Week 12- November 14-18
Chapter 18- Organized Crime

Week 13- November 21-25
Chapter 19- White Collar Crime
November 23& 25- No class/ Thanksgiving holidays

Week 14- November 28- December 2
Chapter 19- White Collar Crime- cont’d
Chapter 21- Defense Lawyers, Prosecutors and Investigators

Week 15- December 5-9
Dead Week

Week 16- Monday, December 12
Test #3 / FINAL EXAM –Ch. 15, 17, 18, 19, 21
8:00AM-10:00AM in F471