**Criminal Justice # 1340 Criminal Investigation /FALL SYLLABUS**

**Instructor: Richard Los**

**Email Address:**[**rlos@uvu.edu**](mailto:rlos@uvu.edu)

**Office Hours/Phone number: M-W Noon to 1pm and by appoint. 801-863-5419**

**Instructor Office Number:**  **EN 114-c**

**Class Room: BA-202**

**Day & Time: M/W/F 2:00 - 2:50 pm**

**Required Text:**  Criminal Investigation by Orthmann & Hess 11th Edition

Course Description

Introduces the fundamentals of criminal investigations. Examines the techniques commonly utilized by investigative personnel for crimes against property and persons to include case management and documentation, interacting with victims, witnesses and suspects, and crime scene analysis.  
May be delivered online.

Course Objectives

Upon successful completion, students should be able to . . .

1          Describe the role of the first responders and crime scene investigators.

2          Evaluate the facts and circumstances of a crime scene.

3          Distinguish the appropriate investigative techniques to be applied to each individual crime scene.

4          Develop a method from which to interact, interview and/or interrogate victims, witnesses and suspects.

5          Describe the process of crime scene analysis and evidence gathering principles.

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Grading Scale

Grades are issued at the end of each semester. All grades earned will be reflected on and remain on the official academic transcript. The following grading scale is used:

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| --- | --- |
| **Grade** | **Percent of Points** |
| A | 95-100 |
| A- | 90-94 |
| B+ | 86-89 |
| B | 83-85 |
| B- | 80-82 |
| C+ | 76-79 |
| C | 73-75 |
| C- | 70-72 |
| D+ | 66-69 |
| D | 63-65 |
| D- | 60-62 |
| E | <59 |

Grading Criteria

Final Grades for this course will be calculated as follows:

Current Event Assignment        50 Points

Chapter Outlines                       50 Points

Presentations & Assign.           100 Points

Quizzes                                     648 Points/12 quizzes

Final Exam                                225 Points

SRI                                             50 Points

Attendance Policy

Students are expected to attend class on a regular basis and complete all assignments as required by the instructor. If a student misses more than 20% of scheduled classes they will receive an “E” for the course.

Additionally each time a student is late for class or leaves early that will count as ½ day of missed class. If you are late one day and leave early one day or any combination that is considered one missed class.

Exceptions will be made for emergencies. (Emergencies will be limited to death in the immediate family, student, or student’s children in the hospital or court subpoena)

**Academic Integrity and Misconduct**

Utah Valley University expects students, faculty, and staff to conduct themselves with honesty and academic integrity. The university promotes and expects all members of the university community to conduct themselves professionally and with intellectual integrity. The university considers academic integrity an integral part of the learning environment. Any infraction of this policy is detrimental to the students’ education and the integrity of the university. Cases of academic dishonesty that are strictly forbidden include:

·        Plagiarizing any assignment or part of an assignment. Plagiarizing means to use someone else’s ideas or words as one’s own, without giving appropriate credit using quotation marks if necessary, and citing the source(s).

·        Copying and submitting another’s work as one’s own.

·        Using unauthorized notes or equipment (programmable calculator, pda, cell phone, etc.) during an examination.

·        Stealing an examination or using a stolen examination for any purpose.

·        Allowing another student to have access to your work, thereby enabling that student to represent the work as his/her own.

·        Having someone else take a quiz or exam in one’s place, taking an exam for someone else, or assisting someone in any way during a quiz or exam, or using any unauthorized electronic device of other unauthorized method of support during a quiz or exam.

·        Falsifying or fabricating information, such as data for a lab report.

·        Falsifying a patient’s medical record or a student’s clinical record, or any other student record, including a record of attendance.

·        Using another person’s file or copying another student’s computer program.

·        Other forms of cheating or dishonesty are forbidden, even if not listed here specifically.

This will not be tolerated in my class and students will receive a failing grade for the course “E” in addition to being reported to the Student Conduct and Dispute Resolution office for recommendation of removal from the institution.

[https://www.uvu.edu/studentconduct/faculty.htmlLinks to an external site.](https://www.uvu.edu/studentconduct/faculty.html)

Student Advisors

For those students needing assistance in academic affairs in the Criminal Justice or Forensic Science programs, assistance with scheduling, or other academic problems please contact your advisor at [https://www.uvu.edu/criminaljustice/advising/index.htmlLinks to an external site.](https://www.uvu.edu/criminaljustice/advising/index.html)

Withdrawal Policy

If you do not wish to take this course or find that you are unable to continue, you should

officially withdraw by the deadline stated in the current semester UVU Student Timetable.

You can officially withdraw from a course by dropping it through the online registration

system or the campus One Stop desk (BA 106) by the listed date. If you officially

withdraw from a course by the "Last Day to Drop and Not Show on Transcript," the

course will not appear on your academic transcripts. If you officially withdraw from a

course by the "Last Day to Withdraw," a "W" will appear on your transcripts. Although

your GPA will not be affected — a "W" will indicate that you chose to withdraw. If you

fail to complete the course and do not drop it before the "Last Day to Withdraw," a

"UW" or "E" (a failing grade) will appear on your transcripts.

Withdrawing from a course may impact your financial aid status. For more information,

see: [https://www.uvu.edu/financialaid/Links to an external site.](https://www.uvu.edu/financialaid/) or contact financial aid at 801-863-8448.

Accessibility Services

Students who need accommodations because of a disability may contact the UVU Office of Accessibility Services (OAS), located on the Orem Campus in LC 312.

To schedule an appointment or to speak with a counselor, call 801-863-8747. Deaf/Hard of Hearing individuals: email [nicole.hemmingsen@uvu.edu](mailto:nicole.hemmingsen@uvu.edu) or text 385-208-2677.  
  
Hours: M-F 8:00 a.m. to 5:00 p.m.

[https://www.uvu.edu/accessibility-services/Links to an external site.](https://www.uvu.edu/accessibility-services/)

Religious Accommodation

UVU Policy 601 Sections 4.7 and 5.4 sets forth students’ rights and responsibilities in requesting course or study accommodations due to their sincerely held religious beliefs or practices and the procedures for requesting such accommodations. Students requesting such accommodations must complete and submit the Student  Religious Accommodation Request ([https://www.uvu.edu/facultyrelations/docs/student-religious-accommodation-request-form.pdfLinks to an external site.](https://www.uvu.edu/facultyrelations/docs/student-religious-accommodation-request-form.pdf)) to the instructor by the end of the third week of the semester for a full semester course or by the end of the second week for a half semester course.

Title IX

Title IX makes it clear that violence and harassment based on sex and gender (which includes sexual orientation and gender identity/expression) is a civil rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, color, religion, age, status as a person with a disability, veteran’s status or genetic information. If you or someone you know has experienced or experiences harassment or sexual assault including, dating and domestic violence, stalking or sexual exploitation, you are encouraged to report it to the Title IX Coordinator in the Office for Equal Opportunity and Affirmative Action, BA-203, (801) 863-7999.

Please be aware that all faculty members and university employees are considered “Responsible Employees” and are required to report incidents of sexual misconduct and relationship violence and thus cannot guarantee confidentiality. Please know that you can seek confidential resources at UVU Student Health Services, SC-221, (801) 863-8876.

Dangerous Behavior

The faculty member has the right to demand and secure the immediate removal of any

person from the classroom whenever the faculty member determines, to the best of his

or her knowledge or belief, that the person's actions are threatening or dangerous to

students or themselves. If the faculty member cannot resolve a disruptive situation, the

faculty member may request that the disruptive person(s) leave the classroom. If the

disruptive person(s) will not leave voluntarily, the faculty member may call University

Police for assistance. The incident shall be reported to the Dean of Students and to the

Director of Judicial Affairs in accordance with Policy 541 Student Rights and Responsibilities Code.

Discriminatory, Exclusionary, or Disruptive Behavior

Faculty members observing discriminatory, exclusionary, or disruptive behavior follow

procedures described in UVU Policy 541 Student Rights and Responsibilities Code. 5.6

 Access to Canvas

1.     Go to my.uvu.edu  
2. At the login page, enter your 8-digit UVID #. In the password field enter your password.  
3. You are now logged into myUVU. Click the “Canvas” button on the top-right of the page.

Library/Information Resources

Please make use of the Library [https://www.uvu.edu/library/Links to an external site.](https://www.uvu.edu/library/) as they provide many resources for students throughout their time at UVU.

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**Open Computer Labs**

There are open computer labs across the UVU campuses that are available for student and faculty use. Each of the Open Labs offers a variety of services to include internet access, printing, scanning, word processing, and access to myUVU and Canvas.

Please visit the following link for locations of all computer labs available to you: [https://www.uvu.edu/itservices/service.html?filter=services==computer-labsLinks to an external site.](https://www.uvu.edu/itservices/service.html?filter=services==computer-labs)

Tutoring and Academic Skills Services

**Mission:** Tutoring and Academic Skills Services partners with the campus community to provide accessible learning and support services. We assist students in developing the course-specific knowledge and academic skills necessary for them to become independent, engaged learners and achieve their academic goals.

Please visit [https://www.uvu.edu/academictutoring/Links to an external site.](https://www.uvu.edu/academictutoring/) for more information on tutoring and academic services that can help you throughout your university experience.

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You can also access Canvas by going to **uvu.instructure.com**, then log in with your ‘myUVU’ login & password like normal.

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Please visit the following link for locations of all computer labs available to you: [https://www.uvu.edu/itservices/catalog/labs/index.htmlLinks to an external site.](https://www.uvu.edu/itservices/catalog/labs/index.html).

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Classroom Policies and Procedures (Per Instructor)

Regular class attendance and participation imply preparation.  Students are expected to keep current with reading assignments and to demonstrate preparation in both discussions and assigned projects. Students are also required to respond to other learners within the classroom.  Late assignments or missed quizzes make-ups will not be accepted unless the student had a medical emergency/other type of emergency which was communicated and approved by the instructor. This approval must be in writing and signed by both the instructor and student.

If you are a student that is **military** and you will miss class during the semester because of drill or duty, you need to notify the instructor the **first week of class** to make arrangements with the instructor. All students on orders must provide documentation to the instructor and an agreement regarding make up work will be placed in writing as well as signed off and agreed upon by the instructor, the student and a third party.

**Cell phones can be a major distracter in the learning environment.  It is required that all cell phones be** turned off during class. If a student is found to be using a cell phone while instruction is occurring, the student may be asked to leave and will be counted absent for that day. If you have a situation which requires the use of a cell please contact your instructor prior to class.

Laptop computers will be used only at times designated by the instructor for in-class research projects. They are not to be used for any other purpose or times because they are a major distracter in the learning environment and are often used for purposes other than note taking. Please bring your laptop to class to be able to access the internet upon the permission of the instructor. Additionally, students may choose to bring a thumb drive to class to save their information.

At no time will family members be allowed to attend class with the student. Please contact your instructor should you have questions.

Class Assignments, Evaluations, Exams

1.     Current event assignment: Each student will turn in a current event relating to Criminal Justice at the beginning of each class. It can be one paragraph about something that happened in the news or you can cut and paste something you read online. YOUR NAME must be on top of the paper. This is how attendance will be taken. We will discuss some of the current events at the beginning of each class.

2.     Assignments and Presentation: There will be 2 group assignments and discussions during the semester. The topics will be decided by the students with the instructor’s approval. Each group will then put on a presentation.

3.     Quizzes: There will be 12 quizzes during the semester. They will cover the chapters and lecturers. The quizzes will be True/False and Multiple Choice.

4.     Final Exam: The final Exam will cover all chapters and lecturers.

5.     Term paper. The term paper will be 3 to 7 pages. I will approve your topic. This paper will be due December 11th.

6.     At the end of the semester students will be asked to complete an evaluation of this course. This helps the Instructor to assess how the course was taught, how it can improve as a facilitator. Please make every attempt to complete this section. It is extra credit worth 30 points.

**Schedule**

**Week 1 Ch. 1: Criminal Investigation - An Overview/Quiz 1**

**Week 2 Ch. 2: Documenting the Crime Scene/Quiz 2**

**Week 3 Ch. 3: Writing Effective Reports/Quiz 3**

**Week 4 Ch. 4: Searches & Ch. 5: Forensic/Physical Evidence/Quiz 4**

**Week 5 Assignment #1 Presentation**

**Week 6 Ch. 6: Obtaining Information & Intelligence Ch. 7:  Identifying and Arresting Suspects/Quiz 5**

**Week 7 Ch. 8: Death Investigation/Quiz 6**

**Week 8  Ch. 9: Assault, Domestic Violence, Stalking & Elder Abuse/Quiz 7**

**Week 9 Ch. 10: Sex Offences &  Fall Break**

**Week 10 Ch. 11: Crimes Against Children/Quiz 8 & Assignment #2 Presentation**

**Week 11 Ch. 12: Robbery & Ch. 13: Burglary/Quiz 9**

**Week 12 Ch. 14: Larceny/Theft, Fraud and White-Collar Crime & Ch. 15: Motor Vehicle Theft/Quiz 10**

**Week 13 Ch. 16: Arson, Bombs & Explosives Ch. 18: A Duel Threat: Drug Related and Organized Crime**

**Week 14 Thanksgiving Break**

**Week 15 Ch. 20 Terrorism and Homeland Security/Quiz 11 Live Streaming**

**Week 16 Term paper and review for final.**

**Week 17 Final Exam**