

SYLLABUS

ADMINISTRATION OF CRIMINAL JUSTICE 110

Introduction to Criminal Law

Spring 2009

Dr. Michael Caldero

Office: Location D-100-C Phone: 425-564-5297

Office hours 11:30am to 12:30am Mondays and Wednesdays (or any time I'm in which is usually Monday, and Wednesday afternoons as well as all day on most Tuesdays, but to be sure just make an appointment)

e-mail mcaldero@bellevuecollege.edu

INSTRUCTIONS:

Please note that that this is a "Hybrid Learning" class environment. This means that this class meets only on MONDAYS and WEDNESDAYS, during the remainder of the week this class is conducted either "on-line" or with outside class assignments. SEE THE "SPECIAL INSTRUCTION" SHEET (which will be handed out in class) FOR DIRECTIONS TO GETTING ON THE "VISTA/BLACKBOARD WEBSITE WHERE THE ONLINE SECTION OF THIS CLASS IS CONDUCTED. THESE INSTRUCTIONS ARE VERY IMPORTANT. PLEASE NOTE THAT THIS CLASS IS NOT CONDUCTED THROUGH MYBCC.

SPECIAL NOTE: PERSONAL COMPUTERS, CELLPHONES AND PAGERS ARE NOT ALLOWED IN CLASS. IF YOUR CELL PHONE RINGS DURING CLASS YOU ARE EXPECTED TO LEAVE THE CLASSROOM FOR THE REMAINING INSTRUCTIONAL PERIOD.

COURSE DESCRIPTION:

This course deals extensively with the historical development and content of the criminal law in this country and the state of Washington. It will introduce the student to criminal law in general; the purpose, scope and sources of criminal law; essential elements of a crime; criminal liability; criminal responsibility and the capacity to commit a crime; defenses that seek to justify the use of force; other criminal defenses; criminal punishment; criminal jurisdiction; decision making by the Supreme Court, and the limits of free speech. Crimes against the person, crimes against property sex crimes, and other common offenses within the Revised Code of Washington will also be discussed, with special regard to the appropriate elements of the criminal law pertaining to such crimes. In addition, the course will explore the Criminal Law from the standpoint of average citizen to whom the law is commonly being applied. It will answer such questions as; When can a police officer make an arrest? Is it a good idea to talk to the police if you are a

criminal suspect? When can an officer search your person or vehicle or both? When is a police officer liable for his or her behavior?

COURSE EXAMINATIONS

There will be three (3) examinations administered for this class. THE DATES OF THE EXAMS WILL BE AS FOLLOWS: Exam one will be held on **Wednesday, April 29th**, exam two will be held on **Wednesday, May 20th** and exam three will be held on **Monday, June 15th**. Exam dates and other important information can also be located in the class website on the Bulletin Board and the Calendar, please check these sites regularly. Each examination is worth a possible 100 points. Please note that the subject matter for each exam will consist of the material we covered from the text, the posted Helpful Hints, the Revised Code of Washington (RCW) and your class notes. You will be notified in advance on the class website what chapters to read in your text and what statutes to review from the RCW.

Each exam is valued at 100 points for a total possible cumulative grade score of 100 however, the mid-term paper, the class assignments, the extra credit postings and the in class “Big L’s” can all add to your cumulative grade score. Be the first to ask me about “Big L’s” in class and get one free.

THE TERM PAPER

Please note that this paper must be turned in (hard copy form) at class time on **Monday, June 15th**. Detailed instructions for completing this paper are located on the website under the “**110 Term Paper Instructions**” icon.

The mid-term paper will be graded on its content, attention to grammar, spelling, its structure and especially whether it conforms to the indicated instructions and format. In addition, it will be typed, at least five (5) pages in length, and double spaced. It will also be stapled together without a cover. (cover sheets are fine). The mid-term paper, if completed in a timely fashion and according to instructions, can add as many as five (5) cumulative grade points to your grade score. If, however, the paper is not completed as instructed it will reduce your cumulative grade score by **fifteen (15) points**.

EXTRA CREDIT OPTIONS:

There are several ways to earn extra credit points during this course. The first is in class “Big L” points. These points are acquired each time you respond to a question during class that substantially contributes to presentation of the course subject matter. (This usually means you have prepared yourself by reading the text, doing the assignments, and/or researching relevant material). Second, is to post on the “bulletin board” (this means on the class “Vista/Blackboard” website) a response to an extra credit topic. These topics are given out in class so be sure to listen carefully for them. Here is the procedure you must adhere to in order to receive credit for your postings. 1. research the topic, (on line will do) write a paragraph or two describing what information you have found and state your opinion of it. 2. post (on the class website “bulletin board”) the paragraph and the article, link, or reference you have located. If your posting is

noteworthy for the class, (something I decide), I will respond to your in the Vista “email” site (which goes to you personally) with the instructions “print and bring” your postings. You will then bring the posting to the next class session and turn it in to me. All “Big L” and extra credit points are cumulative grade points, this means that after your exams are averaged these points are added to your score. Yes, that’s right, you could score only C’s on your exams and still earn an A for the course, it all depends on how much work you are willing to do. I “usually” only respond to the first three postings regarding a given topic so do not hesitate to post your findings as quickly as possible after the topic is announced in class. If you have questions regarding extra credit points please feel free to ask them in class at any time.

ASSIGNMENTS:

“IT IS VERY IMPORTANT THAT YOU READ THIS SECTION”

There will be six (6) THREE page assignments for this class. You must do at least five (5) of them and each of those must be submitted by their due date and time. If you fail to do at least five (5) of these assignments, you will have **fifteen (15) cumulative grade points deducted from the numerical score that determined your final letter grade.** THE ASSIGNMENTS AND THEIR DUE DATES AND TIMES ARE POSTED ON THE WEBSITE UNDER THE “CLASS ASSIGNMENTS” ICON. EACH ASSIGNMENT MUST BE POSTED BY MIDNIGHT ON THE DUE DATE AND TIMES INDICATED ON THE CLASS WEBSITE. I highly recommend that you take these assignments seriously. If you are not sure about these instructions ask me in class. If your assignment does not meet the class standards, meaning it is not written properly or doesn’t cover the material or is plagiarized, you will not be given credit for the submittal and will be directed to redo the paper in which case you will have one week to redo and re-submit the assignment paper in hard copy form. Yes, this means you can only afford to fail to submit ONE PAPER. However, they are relatively simple papers to do and I do not expect you will have any problems.

IMPORTANT INSTRUCTIONS FOR PAPER SUBMISSION:

Please note that I cannot open papers you submit if the attachment is not correct. I can only view in Vista documents that end in .DOC (Word Document) or .RTF (Rich Text Format). Do not use the format .docx or .wps

“PLEASE READ THE FOLLOWING ADDITIONAL INSTRUCTIONS REGARDING PAPER SUBMISSIONS”: For submission of an assignment OR term paper, you must following these directions:

1. Save your paper to a file.
2. The file must be in .doc or .rtf format only
3. In VISTA, select “ADD ATTACHMENTS”
4. Select the “COMPUTER ICON” to attach file.

5. Select the file you need to attach.

6. Select "ATTACH FILE"

7. Select "SUBMIT."

ATTENDANCE:

I do not take attendance. I believe your education is "your" responsibility.

**** Please note****, past experience has repeatedly demonstrated that it is "extremely" difficult if not totally impossible to pass this course without regular attendance on lecture days.

Critical Thinking:

The ability to think and write critically are essential skills in many walks of life. Critical thinking skills are developed and refined through practice, self-reflection, and the critique and support of peers and instructors. Throughout this course you will have many opportunities to exercise your analytical thinking, synthesize information, and apply knowledge to real-life situations.

Communicating - It is your responsibility to communicate to me any emergency and/or other situations in a timely manner prohibiting you from completing a task) exam or term paper (there are no excuses for the class projects). Communicating to me your emergency is important for you to receive any extension on any exam or the term paper.

Groupwork: You may work in study groups on all exercises, assignments, quizzes, and exams. Cooperative learning groups are strongly encouraged.

REQUIRED TEXTS:

Essentials of Criminal Law, Neil Chamelin and Andrew Thomas, 10th Edition, Prentice Hall.

Revised Code of Washington, (ASK ME FOR DETAILS BEFORE YOU BUY ONE)

GRADING POLICY:

A = 100-97% C+ = 80-77%

A- = 96-93% C = 76-73%

B+ = 92-89% C- = 72-69%

B = 88-85% D+ = 68-65%

B- = 84-81% D = 64-61%

F = 60% OR LESS

UNLESS YOU HAVE NOTIFIED ME AT LEAST 24 HOURS IN ADVANCE, A MISSED EXAM WILL BE SCORED AS A ZERO AND AVERAGED INTO YOUR GRADE.

IF YOU HAVE "ANY" QUESTIONS REGARDING THIS CLASS PLEASE FEEL FREE TO ASK THEM IN OR OUT OF CLASS.

PLAGERISM:

The BCC Student Code is also very clear about the seriousness of cheating and the actions that faculty members are required to take in cases of plagiarizing: The BCC Student Code prohibits cheating, stealing, plagiarizing, knowingly furnishing false information to the college, or submitting to a faculty member any work product that the student fraudulently represents as his or her own work for the purpose of fulfilling or partially fulfilling any assignment or task required as part of a program of instruction. All forms of cheating, stealing, and plagiarizing will be reported to the Dean of Instruction.

Other Important Notes:

BCC Technical Support

Troubleshooting for WebCT or Vista

First: Check the• WebCT Server Status page to find out if there are reported problems

Second:• If the problem is with your class, not the system, contact your instructor to report the problem

Third: If you cannot reach your instructor, contact the• Distance Education office at (425) 564-2438 or landerso@bcc.ctc.edu

Guide to Documentation, APA Style

Bellevue College writing lab website address: <http://bellevuecollege.edu/writinglab/APA.html>

The Academic Tutoring Center offers one-on-one and group tutoring sessions for college credit courses.

Location: D204

Phone: (425) 564-2468

Students and community members can find career planning and job search assistance in the Career Center. The Center provides one-on-one career advising, classes and workshops, work-study and internship opportunities, and many computerized resources.

Location: B231

Phone: (425) 564-2018

Academic, career, and personal counseling services and credit classes are available to all enrolled BCC students.

Location: B234

Phone: (425) 564-2212

DRC provides advocacy and classroom accommodations, including specialized materials, technology and equipment for eligible students with disabilities.

Location: B132

Phone: (425) 564-2498 or 564-4110 (TTY line)

The Childcare Center provides affordable, quality childcare to children ages 3 months to 7 years, an on-site Head Start program, and resources and classes for parents.

Location: Building Q

Phone: (425) 564-2240

Educational Planning Resource Center

Advisors, counselors and resources are available for students who wish to transfer to a four-year university, pursue a career or are undecided about their major.

Location: B232

Phone: (425) 564-2437

Learning & Computer Labs

Many academic learning labs and nearly 1,300 computers are dedicated for student use at BCC. View our complete list of labs including those located in the library and across campus.

Location: Various

Library Media Center

In addition to traditional library resources, the LMC provides access to electronic periodicals, research assistance, books and publications, computers with Internet connections, material reservation, media lab, study rooms and other helpful resources.

Location: D124

Phone: (425) 564-225

Multi-Cultural Student Services (B233)

MCS provides culturally-sensitive academic and support services to BCC students. MCS services include outreach, advising, counseling, cultural events planning, and curriculum and policy development.

Location: B233

Phone: (425) 564-2208

ONLINE PROCEDURES AND GUIDELINES

OF THE SOCIAL SCIENCE DIVISION

Revised Spring 2009

Bellevue Community College's Affirmation of Inclusion

Bellevue Community College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at BCC, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

The college's "Affirmation of Inclusion" is in line with the principle of free speech in a free society: we have the right to express unpopular ideas as long as we don't show disrespect for reasonable people who might believe otherwise. In an online course, you will be expressing ideas through the medium of the course site rather than face to face in the classroom. In that case, these expectations refer to the courtesy with which you communicate with one another through e-mails and e-discussions. Part of this respect involves professional behavior towards the instructor, colleagues, and the class itself.

Cheating, Stealing, and Plagiarizing* and Inappropriate Behavior

Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive behavior are violations of the Student Code of Conduct at Bellevue Community College. Examples of unacceptable behavior include, but are not limited to: plagiarizing material from the Internet and posting rude or personal attacks in discussions. When you are in doubt about any behavior, please consult your instructor. In addition, you may wish to review the general applicable rules of cyberspace, such as in the [Core Rules of Netiquette](#). The instructor reserves the right to remove posted messages, and downgrade assessments as a result of these types of behaviors. The instructor can refer any violation of the Student Code of Conduct to the Vice President of Student Services for possible probation or suspension from Bellevue Community College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Vice President of Student Services, [link to Student Code](#).

Incomplete

If a student fails to complete all the required work for a course, an instructor may assign the grade of Incomplete ("I"). It is the student's responsibility for maintaining contact and adhering to the agreed-upon actions. Vista class sites, and material, may not be directly accessible after the end of the quarter so it important to make arrangements before the quarter ends. The student must complete the coursework by the end of the next quarter, or receive the assigned

letter grade (usually an "F"). There is a standard form that instructors have access to in their instructor's grade briefcase.

F Grade

Students who fail a course will receive a letter grade of "F."

Final Examination Schedule

Final examinations may involve proctored on-campus arranged exams or may be administrated completely online at the discretion of the instructor and in keeping with the stated policies provided in the course syllabus. Please refer to the syllabus at the start of the quarter for additional details and contact the instructor directly for any clarifications. A student who is not in compliance with the scheduled format may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to be in compliance with any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

Withdrawal From Class

College policy states that students must formally withdraw from a class by the end of the seventh week of the quarter during the standard academic year (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course. Check [Enrollment Calendar Deadlines, Refunds/Withdrawals](#), for additional details. As with most enrollment deadlines, it is the student's responsibility to be aware of these dates and act accordingly.

Hardship Withdrawal (HW)

From page 9 of the current course catalog, [2008-2009 online catalog](#), HW indicates a withdrawal request made because of extenuating circumstances after the official withdrawal period is over. The student must contact the instructor to request this withdrawal option, or the faculty member may initiate the contact. No points are calculated into the grade-point average. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

Students Who Require Disability Accommodations:

Students with disabilities who have accommodation needs are encouraged to contact the Disability Resource Centre (DRC) [link to DRC](#). The office is located in B132 (telephone 425.564.2498 or TTY 425.564.4110, email drc@bellevuecollege.edu). Students will need to establish their eligibility for accommodation. The DRC office will provide each eligible student with an accommodation letter or contact your online instructor directly by email. Students who require accommodation in a course should review the DRC accommodation letter with each instructor during the first week of the quarter.

Distribution of Grades

Students should access their grades through the BCC Web site. Any returned material should be accessed prior to the end of the quarter. After the end of the quarter, Vista class sites may not be accessible by students. Individual instructors may use non-Vista tools for recording and maintaining the students' progress. Questions about grades assigned should be initially directed to your instructor.

Submission and Returning of Papers, Assignments and Assessments:

Specific guidelines for taking exams and submitting assignments are published in the syllabus. Please contact instructor at the start of the quarter for any clarifications.

Technical Assistance

Vista-related or technical issues should be referred to Distance Education, [link to Distance Education web resources](#). You may also email them at landerso@bellevuecollege.edu or call 425-564-2438 (1-877-641-2712). Vista tutorial help and basic instructions can be found at <http://bellevuecollege.edu/distance/studentguide/>

**If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue Community College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (D110), the Vice President of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.*