

# Principles of Criminal Investigations

## Criminal Justice 202

**Instructor:** Kelli Callahan

**Office:** D-200C and Online

**Dates:** 09/18/17- 12/07/17

**Office Hours:** (In Person): Mondays:

and Wednesdays: 12:30pm-3:00pm

Online: 6:00pm-10:00pm Daily and

by Appt.

**Class:** M/W 8:30am-10:20pm

**Phone:** 425.564.2703 (Office)

F 8:30am-9:20pm

**Room:** D102

**Email:** [kelli.callahan@bellevuecollege.edu](mailto:kelli.callahan@bellevuecollege.edu)

### Required Text:

*Criminal Investigation* (11th edition) by Hess (2017). ISBN: 9781337127875 Cengage Publishers. You are also welcome to use the non-hardback version of the e-version of the book.

Older editions of this text are not to be used since they will have older statistics and will not contain the most current data in the dynamic field of criminal justice.

Note: It is your responsibility to secure the required textbook as soon as possible as it will be needed during the initial week of class in addition to all subsequent weeks of the class.

**Course Description:** Presents fundamental investigative techniques used within the criminal justice system. Topics include discovery, preservation, and presentation of evidence, methods of obtaining information and developing sources, and functions of a criminal laboratory.

### Upon successful completion of the course, students should be able to:

- Conduct a basic crime scene investigation within the parameters set forth in the United States Constitution and the Washington State Constitution.
- Identify and gather evidence relevant to a criminal investigation.
- Use basic interrogation and interviewing techniques.
- Maintain the chain of custody for evidence that will meet legal requirements.
- Apply inductive and deductive reasoning to evidence in order to reconstruct the crime scene.
- Use the appropriate vocabulary for criminal investigations.

**Schedule:** The following schedule is tentative and may be modified with notice. Students are responsible for any and all changes that are made to this schedule, even if not present when changes are discussed. The assigned readings, which should be completed as soon as possible during the academic week, and all test dates are highlighted for your convenience.

**Course Outline:**

**Week 1:** 09/18/17- 09/24/17

Introduction to Class and Expectations (Syllabus)

Read: Chapter 1 - Criminal Investigation: An Overview

Read: Chapter 2 - Documenting the Crime Scene

**Week 2:** 09/25/17- 10/01/17

Read: Chapter 3 - Writing Effective Reports

Read: Chapter 4 - Searches

Assignment: Complete Assignment #1 (due 10/01/17)

**Week 3:** 10/02/17- 10/08/17

Read: Chapter 5 - Forensic / Physical Evidence

Quiz (10/06/17): Complete Quiz #1 covering Chapters 1-5

**Week 4:** 10/09/17- 10/15/17

Read: Chapter 6 - Obtaining Information and Intelligence

Read: Chapter 7 - Identifying and Arresting Suspects

**Week 5:** 10/16/17- 10/22/17

Read: Chapter 8 - Death Investigations

Quiz (10/20/17): Complete Quiz #2 covering Chapters 6-8

**Week 6:** 10/23/17- 10/29/17

Read: Chapter 9 - Assault, Domestic Violence, Stalking, and Elder Abuse

Read: Chapter 10 - Sex Offenses

Read: Chapter 11 - Crimes Against Children

Assignment: Complete Assignment #2 (due 10/29/17)

**Week 7:** 10/30/17- 11/05/17

Read: Chapter 12 - Robbery

Read: Chapter 13 - Burglary

Quiz (11/03/17): Complete Quiz #3 covering Chapters 9-13

**Week 8:** 11/06/17- 11/12/17

Read: Chapter 14 - Larceny/Theft, Fraud, and White-Collar Crime

Read: Chapter 15 - Motor Vehicle Theft

Assignment: Complete Assignment #3 (due 11/12/17)

**Week 9:** 11/13/17- 11/19/17

Read: Chapter 16 - Arson, Bombs, and Explosives

Read: Chapter 17 - Computer Crime

Quiz (11/17/17): Complete Quiz #4 Covering Chapters 14-17

**Week 10:** 11/20/17- 11/26/17

Read: Chapter 18 - Drug-related Crime and Organized Crime

Read: Chapter 19 - Criminal Activities of Gangs and other Dangerous Groups.

Read: Chapter 20 - Terrorism and Homeland Security

Assignment: Complete Assignment #4 (due 11/26/17)

**Week 11:** 11/27/17- 12/03/17

Read: Chapter 21 - Preparing and Presenting Cases in Court

**Finals Week:** 06/14/17-06/16/17

12/06/17 - Final Exam covering all Chapters (comprehensive). [Finals](#)

**Grading:**

Activities	Points Description	Total Points
Quizzes	4 quizzes @ 40 points each	160
Final Exam	1 final exam @ 100oints	100
Assignments	4 assignments @ 25 points	100
<u>PTC's / CS Sign-In Log / Attendance (varies)</u>		<u>40</u>
Total Points:		400 points

**Grading Scale:**

A 94-100%    A- 90-93%    B+ 87-89%  
B 84-86%    B- 80-83%    C+ 77-79%  
C 74-76%    C- 70-73%    D+ 67-69%  
D 60-66%    F 0-59%

**Academic Etiquette:** Class begins promptly at 8:30am on M/W/F. Please make every effort to be in class and to be here on time. If it is unavoidable that you arrive late- or even leave early, please do not disrupt the class. Respect for opinions voiced in class is essential, and I expect all students to treat each other in a courteous manner. Any type of disruptive or discourteous behavior is unacceptable and will not be tolerated; these types of behaviors will result in the student(s) being asked to leave the class. ***Cell phones must be turned off for class (or on vibrate for emergency purposes) and stored (phones should be in your bag, purse, NOT ON YOUR DESK), (if they go off you may be leading a class discussion or be asked to leave the class).*** Laptops are permitted in the last row only. If you are not taking notes, you will be banned from use of your laptop (no Facebook, checking e-mail, etc. Please have courtesy for your fellow classmates and do it on your own time. Not paying attention in class will lead you to miss out on important items and quiz/final questions.

**Affirmation of Inclusion:** Bellevue 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 Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect. <http://bellevuecollege.edu/about/goals/inclusion.asp>

**Religious Holidays:** Students who expect to miss classes, examinations, or any other assignments as a consequence of their religious observance should be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious holidays on which they will be absent, preferably at the beginning of the term. Students who are absent on days of examinations or class assignments should be offered an opportunity to make up the work without penalty (if they have previously arranged to be absent), unless it can be demonstrated that a makeup opportunity would constitute an unreasonable burden on a member of the faculty. Should disagreement arise over what constitutes an unreasonable burden or any element of this policy, parties involved should consult the department chair, or Dean.

**College Anti-Discrimination Statement:** Bellevue College does not discriminate on the basis of race or ethnicity; color; creed; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; gender identity or veteran status in educational programs and activities which it operates.

**Confidentiality and Mandatory Reporting:** As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep information you share private to the greatest extent possible. However, I am required to share with the Title IX Coordinator any and all information regarding sexual assault and other forms of sexual misconduct (e.g. dating violence, domestic violence, stalking) that may have occurred on campus or that impacts someone on campus. Students may speak to someone confidentially by contacting the BC Counseling Center at (425) 564-2212. The Title IX Office can be contacted at 425-564-2441 and more information can be found at [www.bellevuecollege.edu/titleix/](http://www.bellevuecollege.edu/titleix/). For further information and contacts, please consult College Anti-Discrimination Statements.

**Bellevue College E-mail:** All students registered for classes at Bellevue College are entitled to a network and e-mail account. Your student network account can be used to access your student e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to MyBC. To create your account, go to: <https://bellevuecollege.edu/sam>

**Email:** All e-mail communication from you should come to me from your BC account (not your g-mail, hotmail, yahoo, etc.). Please e-mail me through CANVAS for the quickest reply. I will respond to you within 24-48 hours (except on weekends). BC offers a wide variety of computer and learning labs to enhance learning and student success. Find current campus locations for all student labs by visiting the Computing Services website.

**Attendance:** All students are expected to attend every class. Obviously, if students do not attend the online classroom regularly, the opportunity to perform well in this course is greatly diminished.

**Course Requirements:** All students are expected to read the required chapters of the textbook as outlined online and in the schedule section of this syllabus. Students are also expected to read the required chapters to attend class regularly, finish online requirements, take notes, ask questions, and participate in discussions.

**Make-up Policy:** Any make-up assignments or quizzes are allowed only at the discretion of the instructor and immediate, proactive communication and notification from the student is imperative. Excused absences: death of immediate family member (death notification needed), medical emergency (ER discharge papers required) or other emergency with documentation. Any excused absence (with documentation) will be allowed to take the make-up the assignment and/or quiz without point penalty. Any unexcused or undocumented missing video assignment and/or quiz will NOT be allowed to make-up. The late penalty in this course is strictly enforced to ensure fairness to all students. Since this is an online course you have plenty of time to work on the coursework around any emergencies, work obligations, family obligations, vacations, etc.

**Cheating, Stealing and Plagiarizing:** Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Dean of Student Services.

**Incomplete:** If a student fails to complete all the required work for course, an instructor may assign the grade of Incomplete ("F"). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an ("F")).

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

**Final Examination Schedule:** The Social Science Division will adhere to the final examination schedule as stated in the BC schedule ([Finals](#)). Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstances beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designed by the instructor.

**Withdrawal from Class:** College policy states students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course.

**Hardship Withdrawal:** Instructors may assign the grade of “HW” (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

**Distribution of Grades:** Grades will not be posted in the Social Science Division or in faculty offices, and secretaries will not give out grades. Students should access their grades online through Canvas.

**Return of Papers and Tests:** Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if students supply the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

**Public Safety:** The Bellevue College (BC) Public Safety Department’s well trained and courteous non-commissioned staff provides personal safety, security, crime prevention, preliminary investigations, and other services to the campus community, 24 hours per day, 7 days per week. Their phone number is 425.564.2400. The Public Safety website is your one-stop resource for campus emergency preparedness information, campus closure announcements and critical information in the event of an emergency. Public Safety is located in D-171 and on the web at: <http://bellevuecollege.edu/publicsafety/>

**Disability Resource Center (DRC):** The Disability Resource Center serves students with a wide array of learning challenges and disabilities. If you are a student who has a disability or learning challenge for which you have documentation or have seen someone for treatment and if you feel you may need accommodations in order to be successful in college, please contact us as soon as possible. If you are a person who requires assistance in case of an emergency situation, such as a fire, earthquake, etc., please meet with your individual instructors to develop a safety plan within the first week of the quarter. The DRC office is located in B 132 or you can call our reception desk at 425.564.2498. Please visit our website for application information into our program and other helpful links at [www.bellevuecollege.edu/drc](http://www.bellevuecollege.edu/drc)