

**CJ 312 – CRIMINAL INVESTIGATION**  
**Section 201, TR 2:00pm to 3:15pm**  
**SPRING 2018, SH 418**

**Professor Information**

Dr. Wendy Perkins  
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**Office Hours**

Tuesday 9:00 am to 9:30 am; 12:30 pm to 2:00 pm; 3:15 pm to 4:15 pm  
Thursday 9:00 am to 9:30 am; 12:30 pm to 2:00 pm; 3:15 pm to 4:15 pm  
Other days and times available by appointment

**Course Description**

Investigation methodology, relations of the detective with other police divisions; modus operandi; sources of information; surveillance, interrogation, follow-up procedures.

**Required Text**

Lyman, M. D. (2018). *Criminal investigation* (3<sup>rd</sup> ed.) New York, NY: Pearson.

**University Policies**

By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to [www.marshall.edu/academic-affairs](http://www.marshall.edu/academic-affairs) and clicking on "Marshall University Policies." Or, you can access the policies directly by going to [www.marshall.edu/academic-affairs/policies/](http://www.marshall.edu/academic-affairs/policies/). Academic Dishonesty/Excused Absence Policy for Undergraduates/Computing Services Acceptable Use/Inclement Weather/Dead Week/Students with Disabilities/Academic Forgiveness/Academic Probation and Suspension/Academic Rights and Responsibilities of Students/Affirmative Action/Sexual Harassment

**Policy for Students with Disabilities**

Marshall University is committed to equal opportunity education for all students, including those with physical, learning and psychological disabilities. University policy states that it is the responsibility of students with disabilities to contact the Office of Disability Services (ODS) in Prichard Hall 117 (304.696.2467) to provide documentation of their disability. Following this, the ODS Coordinator will send a letter to each of the student's instructors outlining the academic accommodation he/she will need to ensure equality in classroom experiences, outside assignment, testing, and grading. The instructor and student will meet to discuss how the accommodation(s) requested will be provided. For more information, access the website for the Office of Disabled Student Services: <http://www.marshall.edu/disabled>

**E-mail guidelines**

I will make every effort to respond to your e-mails within 24 hours of receipt, excluding weekends (Friday at 4pm to Monday at 9am). If you have not heard from me within 24 hours of sending me a message (weekends excluded), feel free to give me a nudge. I am human (surprise!) and sometimes I do forget things. Please note the following:

- 1) Include your name, course name, and section number in all e-mails.
- 2) Check your MU e-mail daily for news about the course and the occasional extra credit opportunity.
- 3) Do not e-mail me to ask for individual extra credit. I will not respond.
- 4) Do not use social media to contact me. I will not respond.

### **Attendance and Make-up Policy**

- **If you miss class for any reason**, this is what you must do:
  - a. **E-mail** me. Let me know that you are going to/already have missed class. You must do this **within 24 hours** of missing the class. If you have pre-planned travel for a university event, you may provide me with a schedule in lieu of an e-mail.
  - b. **Talk to your peer group** about what you missed in class. Obtain class notes from your group.
  - c. **Submit any work that was due on the day you were absent within 48 hours the class you missed** for the opportunity to earn full credit. If you are absent on a day when we have graded in-class work, the make-up assignment will be on Blackboard. Exceptions to the 48-hour rule will be made for extenuating circumstances (e.g. extended illness).
  - d. **If you submit work past due date without prior notification**, or you fail to follow the 48- hour rule for turning in work after an absence without extenuating circumstances, you will automatically lose 50% of the available points for the assignment.
  - e. **If you are absent on the day of an exam**, you must request alternative arrangements for exam completion.
- I track attendance for registrar reporting, but I do not award/deduct attendance points EXCEPT for the following:

I will deduct 20 points from your grade point total for missing class on the days we have guest speakers. There will be 20 points deducted for each day missed. The penalty will not be applied if you have a university excused absence or an absence considered by me as being excused AND you have followed the notification procedure.

### **Academic Dishonesty**

- 1) The university policy for academic dishonesty can be found at the link below  
<http://www.marshall.edu/board/files/policies/MUBOG%20AA-12%20Academic%20Dishonesty.pdf>
- 2) If I suspect you have committed an act of academic dishonesty, I will request a meeting with you to discuss the assignment. If, after this meeting, I still suspect you committed an act of academic dishonesty, the following will occur:
  - a. If you commit academic dishonesty on an examination, you will fail the class.
  - b. If you commit academic dishonesty on any other type of assignment, you will receive a grade of "0" for that assignment.
  - c. A report will be filed with the Office of Academic Affairs.
- 3) Per university policy, you may appeal any charges of academic dishonesty.

### **Encouraged Classroom Behaviors**

Criminal justice is a discipline with many controversial topics. You are going to have personal opinions about many of the topics we discuss. So will everyone else. Therefore, the **following behaviors are ENCOURAGED in my classroom**.

- 1) Be respectful of me, of your peers, of guests, and of yourself!
- 2) Talk, talk, talk! To understand any criminal justice issue, you must discuss it!
- 3) Challenge each other! Challenge me! I will challenge you! That is how we will all learn something.
- 4) Be open minded. Never be afraid to change your opinions after you learn new information or consider someone else's point of view.
- 5) Think critically. Connect the dots. Consider the research. Think about what it means to practice in the field of criminal justice. A personal opinion is not the same thing as an educated opinion or a professional opinion. And none of those are the same as the knowledge someone possesses based upon the research they, and others, have conducted.

- 6) Be brave. My classroom is a space where we can respectfully discuss controversial issues. If you are ever uncomfortable in my classroom, please tell me and I will do my best to address the issue. BUT – do not confuse being uncomfortable with being CHALLENGED!

### **Prohibited Classroom Behaviors**

Any behavior that is disrespectful, threatening, and/or disruptive to me or other students is prohibited. I reserve the right to remove you from the classroom should you engage in any of these behaviors.

### **Personal Technology in the Classroom**

- 1) I do not mind if you use an electronic device to take notes, look at an electronic copy of the book, look at assignments, etc.
- 2) If I suspect that any student is using technology to engage in academic dishonesty I will prohibit the entire class from using technology in the classroom.
- 3) Be respectful of me and your peers regarding social media. It is not amusing to post a picture or a video of someone without their knowledge. Doing so says far more about your character than it does about the character of the person who is your target.
- 4) Yes, I have social media (see instructor contact information). I will never post pictures of you without permission, and I will never say anything disparaging about you. I will, however, occasionally brag about you as a class or make a post about your class activities ☺

### **Course Learning Outcomes Matrix**

<b>Course Learning Outcomes</b>	<b>How Each Outcome is Practiced</b>	<b>How Each Outcome is Measured</b>
Students will define terminology related to criminal investigations	In-class discussions	Unit exams
Students will describe the history of criminal investigations	In-class discussions, videos	Unit exams
Students will apply criminal investigation techniques to simulated crimes	In-class discussions, draft of interview questions	Case studies, perfect crime paper
Students will develop academic research skills related to the criminal justice field	Library research	Case studies; perfect crime paper
Students will develop professional written communication skills using APA format	In-class discussions	Perfect crime paper

### **Course Assessments**

This section outlines the course assessments that will be used to determine your performance in this class. More specific information for each assessment will be provided at the appropriate times.

- 1) **You must turn in all assignments and earn at least 92% of the total course points to be considered for the grade of A in this course.** If you fail to turn in any assignments or take any exams or quizzes, the highest grade you are eligible to earn is a B, regardless of points earned on your completed work. Maximum effort, people! Maximum effort! ☺
- 2) Hard work is rewarded. If you pay attention to my feedback on your assignments and use this feedback in other assignments to improve your skills, your scores will reflect your effort.
- 3) This policy is not intended to discourage you – just the opposite – this policy is intended to encourage **EXCELLENCE IN LEARNING!** You are intelligent people and I have high expectations of you. I also have high expectations **FOR** you! You are on your way to becoming professionals in your chosen field – it is my job to make sure you are off to a great start by teaching you responsibility and professionalism!
- 4) All assignments except for group work will be submitted via Blackboard.

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Case studies (3 x 25 points each, 75 points total)

There are four case studies for this class. Case studies will vary in content and activities.

Quizzes (3 x 100 points, 300 points total)

There are three quizzes for this class. These quizzes will be on Blackboard

Graded group work (3 x 25 points, 75 points total)

There will be three graded group work days for this class. These days will be announced ahead of time in class.

Final exam (1 x 150 points)

There is a cumulative final exam for this class. The final exam will be on Blackboard.

**Grading Scale**

A = 92% to 100%

B = 91% to 80%

C = 79% to 70%

D = 69% to 60%

F = 59% and lower

**Tentative Schedule**

This reading schedule serves as a guide to assist you in organizing your work inside and outside of class. You are responsible for reading and understanding all assigned materials. My lectures will not cover each and every point in the readings; often my lectures include information that you will not find in the readings. Any material assigned is testable material, regardless of whether or not it is covered during class time. Please note that I reserve the right to amend this schedule based upon class needs.

	<i>Read This</i>	<i>Activities</i>	<i>Items Due</i>
Week 1 Jan 9, 11	Syllabus Chapter 1 Foundations of CI		
Week 2 Jan 16, 18	Chapter 2 Crime Scene Notes Chapter 3 Crime Scene Processing		
Week 3 Jan 23, 25	Chapter 4 Suspect ID		
Week 4 Jan 30, Feb 1	Chapter 5 Legal Issues		Case Study <ul style="list-style-type: none"><li>• Due Tuesday before class</li></ul>
Week 5 Feb 6, 8	Chapter 6 Interviews and Interrogations		Quiz 1 <ul style="list-style-type: none"><li>• Covers weeks 1-4</li><li>• Online, due Thursday before class</li></ul>
Week 6 Feb 13, 15	Chapter 6 Interviews and Interrogations		
Week 7 Feb 20, 22	Chapter 9 Death Investigations		
Week 8 Feb 27, Mar 1	Chapter 9 Death Investigations		Case Study

			<ul style="list-style-type: none"> <li>• Due Tuesday before class</li> </ul>
Week 9 Mar 6, 8	Chapter 11 Assault		Quiz 2 <ul style="list-style-type: none"> <li>• Covers weeks 5-8</li> <li>• Online, due Thursday before class</li> </ul>
Week 10 Mar 13, 15	Chapter 11 Assault		
Week 11 Mar 20, 22 SPRING BREAK			
Week 12 Mar 27, 29	Chapter 12 Missing and Abducted Persons		
Week 13 Apr 3, 5	Chapter 13 Crimes Against Children		Case Study <ul style="list-style-type: none"> <li>• Due Tuesday before class</li> </ul>
Week 14 Apr 10, 12	Flex week for guest Speakers and other activities		Quiz 3 <ul style="list-style-type: none"> <li>• Covers weeks 9-3</li> <li>• Online, due Thursday before class</li> </ul>
Week 15 Apr 17, 19	Flex week for guest speakers and other activities		
Week 16 Apr 24, 26 DEAD WEEK	Flex week for guest speakers and other activities		
<b>Exam Week – FINAL EXAM ONLINE – THIS EXAM IS CUMULATIVE</b> <b>Due Thursday May 3<sup>rd</sup>, 2018 at 2:45 pm</b>			