INSTRUCTIONAL PACKAGE

CRJ 236

Criminal Evidence

Effective Term
AY 2020-2021

INSTRUCTIONAL PACKAGE

PART I: COURSE INFORMATION

EFFECTIVE TERM: AY 2020 - 2021

COURSE PREFIX: CRJ 236   **COURSE TITLE:** Criminal Evidence

CONTACT HOURS: 3.0   **CREDIT HOURS:** 3.0

RATIONALE FOR THE COURSE:
The course is designed as a second-year course. This course provides the criminal justice student with the understanding of the evidentiary path that evidence takes from collection to presentation in a criminal trial. In the course, an emphasis will be placed on the types of evidence and the importance of evidence being competent, relevant, and material. Also, the importance of the witness and his(her) testimony will be stressed, including examination, cross-examination, and impeachment. Students will be exposed to trial process and procedure through participating in a mock trial or a pretrial hearing, which is mandatory.

COURSE DESCRIPTION:
This course studies established rules of evidence from arrest to release in the administration of criminal justice. The course focuses on the relationship between evidence and criminal procedure.

PREREQUISITES/CO-REQUISITES:

(Credit level CRJ 120 Minimum Grade of C or Credit level CRJ 120 Minimum Grade of TC) and (Credit level CRJ 220 Minimum Grade of C or Credit level CRJ 220 Minimum Grade of TC) and (Credit level CRJ 115 Minimum Grade of C or Credit level CRJ 115 Minimum Grade of TC) and Background Check Form 1

REQUIRED MATERIALS:

Hails, J. (2014). *Criminal evidence.* Stamford, CT: Cengage Learning.

Please visit the [BOOKSTORE](#) online site for most current textbook information.

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

ADDITIONAL REQUIREMENTS:

CRJ 236 – Criminal Evidence does not have additional costs other than textbook, tuition, and fees.

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TECHNICAL REQUIREMENTS:
Access to Desire2Learn (D2L), HGTC's student portal for course materials.
WaveNet and D2L email access.

All criminal justice courses whether traditional, hybrid or online, require students to access the course in D2L through a personal computer. Therefore, students should have a reliable access to a computer with a dependable Internet connection to be successful in this course or any criminal justice course. Students will be required to access, download, and/or print material from the course in D2L, which is accessible through My Courses and the student's WaveNet account. Students should pay particular attention to the course outline under Content as well as the course calendar. Students will be able to monitor grades and attendance through the course in D2L.

Criminal justice courses, whether traditional, hybrid, or online **_require_** students to complete some, if not all, course work – assignments, exams, and other activities - through an online environment in D2L. Traditional in the classroom and hybrid require students to complete a portion of the required work online. The amount of online activity depends on the format of the course; therefore, students should pay particular attention to the course information and documents. Courses with an online component move very rapidly with graded requirements typically due each week. Students **_must_** be aware of the calendar and mindful of updates and announcements; therefore, a student **_must_** have access to a reliable computer and a dependable Internet connection. Criminal justice courses use D2L as a platform for course activities.

When having technology problems find another computer. Computers are open to students at numerous locations on all three campuses including open computer labs and the libraries. There are computers available for use in other public locations including the public libraries. A final option would be to contact a friend or relative to borrow a computer. When technology issues are related to the system (i.e., D2L and WaveNet), and not the result of a broken computer or server connection, you should contact Student Online Support OIT Help Desk at (843) 349-5340 or through their link on the WaveNet homepage. Technology issues or technical problems are not an acceptable excuse should there be a course requirement that **_must_** be completed through D2L. When having difficulty with accessing the course or its components, or e-mail function, it is a good idea to notify your professor about the problem or difficulty.

STUDENT IDENTIFICATION VERIFICATION
Students enrolled in online courses will be required to participate in a minimum of one (1) proctored assignment and/or one (1) virtual event to support student identification verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

COURSE ETIQUETTE AND ETHICAL BEHAVIOR:

According to the Student Code for the South Carolina Technical College System (3-2-106.1), there are numerous forms of academic misconduct including, but not limited to, cheating on tests, plagiarism, collusion, and fabrication of information (HGTC Catalog, 2020, p. 35).

Furthermore, as described under Section III, Student Conduct Regulations, inappropriate behavior can

include but is not limited to (1) abuse of privilege of freedom of speech or assembly, (2) falsification of information and other acts intended to deceive, (3) actions which endanger students and the college community, (4) infringement of rights of others, and (5) other acts which call for discipline (HGTC Catalog, 2020, p. 35).

All criminal justice students are expected to conduct themselves in a ***professional and ethical*** manner at all times in word or action. The standards of professional and ethical behavior will be enforced. Any violation associated with inappropriate behavior including but not limited to statements or remarks made in class, during internships, or through emails, postings including Facebook or social media sites, text messages, or other communications will ***not*** be tolerated.

At the discretion of the professor of record, academic misconduct or inappropriate behavior may be reported in writing as a violation of the Student Code under Section IV, which could result in disciplinary action (HGTC Catalog, 2020, p. 37).

All alleged acts of sexual violence or sexual harassment ***must*** be reported to the Title IX Coordinator or designee. Per the South Carolina Technical System Student Code Procedures for Addressing Alleged Acts of Sexual Violence and Sexual Harassment (3-2-106.2), "students may also contact any responsible employee, who has an obligation to report any claim of sexual harassment or sexual assault to the Title IX Coordinator, or designee" (HGTC Catalog, 2020, p. 40).

Part II: Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS:

UNIT I - INTRODUCTION; ROLE OF THE COURTS; THE ADJUDICATION PROCESS

- **Material Covered:** *Criminal Evidence* (2014), Chapters 1-3

- **Student Outcome:** Describe the term evidence.
- **Student Outcome:** Describe how geographic jurisdiction of a court is determined.
- **Student Outcome:** Describe what must be provided to the defense during discovery.

- **Assessment:** Assignment #1
- **Assessment:** Quiz #1

UNIT II - EVIDENCE AND WITNESSES

- **Material Covered:** *Criminal Evidence* (2014), Chapters 4-6

- **Student Outcome:** Define and/or describe relevant and material, and explain when each is admissible in court.
- **Student Outcome:** Define and/or describe direct and circumstantial evidence.
- **Student Outcome:** Describe the process of impeaching a witness, including the ways a witness can be impeached, and how to rehabilitate a witness.

- **Assessment:** Assignment #2
- **Assessment:** Quiz #2
- **Assessment:** Exam #1 (Chapters 1-6)

UNIT III – CRIME SCENE; SCIENTIFIC AND DOCUMENTARY EVIDENCE

- **Material Covered:** *Criminal Evidence* (2014), Chapters 7-8
- **Student Outcome:** Describe the importance of the chain of custody and why.
- **Student Outcome:** Describe how the foundation is established for the admission of a crime scene evidence, experiments, and models.
- **Student Outcome:** Describe what is meant by "best evidence."

- **Assessment:** Assignment #3
- **Assessment:** Quiz #3

UNIT IV – HEARSAY; PRIVILEGE COMMUNICATIONS

- **Material Covered:** Hails (2014) *Criminal Evidence* (2014), Chapters 9-10

- **Student Outcome**: Define and describe hearsay.
- **Student Outcome:** Describe why the law regarding privileges allows relevant information to be excluded from trial.
- **Student Outcome:** Compare and contrast the privilege not to testify against one's spouse with the privilege for confidential communications between husband and wife.

- **Assessment:** Assignment #4
- **Assessment:** Quiz #4
- **Assessment:** Exam #2 (Chapters 7-10)

UNIT V – SEARCH AND SEIZURE; EVIDENCE GATHERING

- **Material Covered:** *Criminal Evidence* (2014), Chapters 11-14

- **Student Outcome:** Describe the Exclusionary Rule and explain its effect on evidence.
- **Student Outcome:** list the types of searches that jail inmates may be subject to without a search warrant.
- **Student Outcome:** Compare and contrast the Plain View Doctrine with the Open Field Doctrine.
- **Student Outcome:** Explain how Misplaced Reliance Doctrine applies to conversations.

- **Assessment:** Quiz #5
- **Assessment:** Assignment #5

UNIT VI – SELF-INCRIMINATION; IDENTIFICATION; PREPARATION

- **Material Covered:** *Criminal Evidence* (2014), Chapters 15-17

- **Student Outcome:** Define the scope of the 5th Amendment protection against self-incrimination.
- **Student Outcome:** Differentiate between lineup, show up, and photographic lineup.
- **Student Outcome:** Describe contacts an officer should have with lawyers, witnesses, and jurors.

- **Assessment:** Course Project
- **Assessment:** Quiz #6
- **Assessment:** Exam #3 (Chapters 11-17)

General Education Outcomes

This course fulfills the following General Education Outcomes through the (list the appropriate assessment). Upon completion of this course, students will be able to:

☒Communicate effectively;
☒Think critically;
☒Self and professional development.

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS

Students' performance will be assessed and the weighted associated with the various measures listed below.

EVALUATION (COURSE GRADING)*

Exams ……………… 30%
Quizzes …………… 30%
Assignments ……… 20%
Project ……………… <u>20%</u>
                         100%

Students, for the specific number and type of evaluations, please refer to the Instructor's Course Information Sheet.

COLLEGE GRADING SYSTEM:

90-100……………… A
80- 89……………… B
70- 79……………… C
60- 69……………… D
Below 60…………… F

EARNED GRADES IMPACT ON ACADEMIC PROGRESSION AND FINANCIAL AID:

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Students with perfect attendance, without tardiness, and who participate in class regularly through taking notes, and playing attention will receive an additional 5% of their final numeric score calculated into their final point total, **_not_** added to the final grade. Again, points are only awarded for perfect attendance, which includes arriving on time and active involvement in the class (**_No sleeping_**). There is no extra credit available for this course. Any questions regarding the course requirements should be directed toward the professor teaching the course section.

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. D's, F's, W's, WF's and I's also negatively impact academic progression and financial aid status. The Add/Drop Period is the first 5 days of the semester for full term classes. Add/Drop periods are shorter for accelerated format courses. The following week of the semester is Financial Aid Attendance Verification period. You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

GRADING SYSTEM:
State the College's or departmental grading system as delineated in the Catalog. Please note the College adheres to a 10 point grading scale A = 100 – 90, B = 89- 80, C = 79 – 70, D = 69 – 60, F = 59 and below. You must have your Dean's approval if changes in the scale are made.

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the [academic calendar](#) for deadlines for add/drop. You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

*__*Students, for the specific number and type of evaluations, please refer to the Instructor's Course Information Sheet.__*

Part IV: Attendance

Students are responsible for all course work and class assignments; so, they are expected to regularly and promptly attend all meetings of classes in which they are enrolled. Students should limit absences to those that are unavoidable and, with the professor's consent, should make up all missed work, if permitted.

Per SC Technical College Policy, HGTC maintains a general attendance policy. The policy requires students to be present for a minimum of 80% of classes to be eligible to receive credit for any course. If

a student is not in attendance for two consecutive weeks, they will be withdrawn from the course. Also, a more rigid attendance policy may be required by the program of study. At a minimum, a student may be withdrawn from a course after he/she has been absent in more than 10% of the total contact hours for a course. Professors define absentee limits for their classes at the beginning of each term. Up to the 2/3 point of the semester, any student who has been withdrawn from a course due to excessive absences will receive a grade of "W" (Withdraw). After the two-thirds point, a student will receive a "W" if passing the course on the date last attended. If the student is failing the course on the date last attended, a grade of "WF" ("U" for developmental Studies courses). Students may be required to repay any source of financial assistance for non-attendance, excessive absences, or withdrawals (HGTC, 2019-2020, p. 52).

Attendance records begin the first day of class for ALL students, regardless of registration date.

Online and hybrid classes require attendance. Attendance is defined as the submission of or participation in an academic-related activity. An academic activity can include participation in a discussion forum, submission of assignment, or completion of an exam or quiz. Each instructor defines the method for students to indicate class attendance, and students are responsible for meeting the attendance requirements for each class.

This course is being offered in an online format, which requires each student to attend 100% in a virtual classroom. Therefore, this course has an attendance policy, which is as follows.

- ***Attendance will be determined through a student completing a graded requirement for each week. Weekly graded requirements, which are essential to student engagement, demonstrate participation. Weekly graded requirements include posting to a discussion, posting an assignment, submitting a term paper, or completing an exam or quiz.***
- ***Students can only miss 80% of the online activities or graded weekly requirements or two (2) weeks. After missing the maximum allowable absences, upon missing any additional meetings or online activity, the student will be withdrawn without further notification.***
- ***Any student missing two (2) weeks in a row will be withdrawn for excessive absences.***
- ***Missing graded requirements not only affect attendance but also result in the loss of points. Points are crucial for a satisfactory final grade, and absences can result in a grade being less than the required "C."***
- ***Again, after a student has missed the maximum allowable absences, upon missing any additional meetings or online activity, the student will be withdrawn without further notification.***

Again, after a student has missed the maximum allowable absences, upon missing any additional meetings or online activity, the student will be withdrawn without further notification.

Part V: Student Resources

THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):

The SSTC offers to all students the following **free** resources:

1. **Academic tutors** for most subject areas, **Writing Center support**, and **college success skills**.
2. Online **tutoring** and academic support resources.
3. Professional and interpersonal communication **coaching** in the EPIC Labs.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring appointments using TutorTrac, visit the Student Services tab in WaveNet. Email [sstc@hgtc.edu](#) or call SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455, or go to the [Online Resource Center](#) to access on-demand resources.

STUDENT INFORMATION CENTER: TECH Central

TECH Central offers to all students the following **free** resources:

1. **Getting around HGTC**: General information and guidance for enrollment!
2. Use the [Online Resource Center (ORC)](#) including scheduled technology training, Office 365 support, password resets, and username information.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.
5. **Chat with our staff on TECH Talk**, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552.

Visit the [Tech Central](#) website for more information. Live Chat and Center locations are posted on the website. Or please call (843) 349 – TECH (8324).

STUDENT TESTING:

Testing in an **online/hybrid** course may be accomplished in a variety of ways:

- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms

Further more tests may have time limits and/or require a proctor.

Proctoring can be accomplished either face-to-face at an approved site or online through RPNow, our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of the HGTC's Testing Center webpage.

The **Instructor Information Sheet** will have more details on test requirements for your course.

DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to HGTC's [Accessibility and Disability Service webpage](#). The Accessibility and Disability staff will review documentation of the student's disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:

Horry-Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation in educational programs and/or activities.

TITLE IX REQUIREMENTS:

All students (as well as other persons) at Horry-Georgetown Technical College are protected by Title IX—regardless of their sex, sexual orientation, gender identity, part- or full-time status, disability, race, or national origin—in all aspects of educational programs and activities. Any student, or other member of the college community, who believes that he/she is or has been a victim of sexual harassment or sexual violence may file a report with the college's Chief Student Services Officer, campus law enforcement, or with the college's Title IX Coordinator, or designee.

> *Faculty and Staff are required to report incidents to the Title IX Coordinators when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

INQUIRIES REGARDING THE NON-DISCRIMINATION/TITLE IX POLICIES:

Student and prospective student inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs.

> **Dr. Melissa Batten, VP Student Affairs**
> *Title IX Coordinator*
> Building 1100, Room 107A, Conway Campus
> PO Box 261966, Conway, SC 29528-6066
> 843-349-5228
> Melissa.Batten@hgtc.edu

Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources.

April 2020

Jacquelyne Snyder, VP Human Resources
EEO and Title IX Coordinator
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