INSTRUCTIONAL PACKAGE

LEG 231
CRIMINAL LAW

2017-2018
SPRING, 2018

CRIMINAL LAW INSTRUCTIONAL PACKAGE

PART I: COURSE INFORMATION
EFFECTIVE TERM: **Spring, 2018**
COURSE PREFIX: **LEG 231**   COURSE TITLE: **Criminal Law**
CONTACT HOURS**: 3.0**   CREDIT HOURS: **3.0**

RATIONALE FOR THE COURSE: To familiarize the paralegal student with the basic concepts involved in substantive and procedural criminal law enabling the student to be workforce ready in a prosecutor's practice, law firm or organization that engages in a criminal law practice. This course will also enable students to recognize the elements necessary for a particular crime and identify the defenses available to criminal defendants.

COURSE DESCRIPTION: This course includes a study of the definition and classification of criminal offenses, criminal responsibility, and legal procedures in a criminal prosecution.

PREREQUISITE: (COMPASS Writing 78 and COMPASS Reading 85) or (ACCUPLACER Reading Comp 075 and ACCUPLACER Sentence Skills 081) or (New ACCUPLACER Reading Comp 250 and New ACCUPLACER Sentence Skills 250) or (COMPANION Reading 075 and COMPANION Sentence Skills 081) or (Multiple Measures English 1) or (ACT Reading 19 and ACT English 19) or SAT Critical Reading 480 or (Credit level ENG 100Minimum Grade of C* or Credit level ENG 101 Minimum Grade of C or Credit level ENG 101 Minimum Grade of TC)

*****Online/Hybrid** courses require students to complete the DLi Online Student Orientation prior to completing an online course. The DLi Online Student Orientation can be found in WaveNet, under the My Student tab.

REQUIRED MATERIAL:
      Text: Bevans, Neal R. (2015) **Criminal Law & Procedure for the Paralegal**, Second Edition, Cengage Learning.
<div align="center">Or</div>
Please visit the Bookstore online site for the most current textbook information. Use the direct link below to find textbooks.
<div align="center">BOOKSTORE.</div>
Enter the semester, course prefix, number and section and it will take you to the correct textbook.

ADDITIONAL REQUIREMENTS:
Zip Drive
Proficiency with use of WORD as a word processing program

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

CLASSROOM ETIQUETTE:
Please refer to your Instructor's Course Information Sheet for specific information.

PART II: STUDENT LEARNING OUTCOMES
COURSE LEARNING OUTCOMES and ASSESSMENTS*:
Upon completion of this course, students will be able to:

Module #1: Introduction to Criminal Law, Arrest & Post-Arrest

Materials Covered:	Chapters 1, 2 & 3
	S.C. Laws
	S.C. Rules of Criminal Procedure
*Assessments:	Assignment
	Test 1

Learning Outcomes:
1. Discuss the differences in criminal law and civil law and the resulting effects on process and procedure;
2. Explain the structure, organization and roles of the state and federal criminal judicial systems;
3. Identify the elements of probable cause and principals needed for constitutional search and seizure of persons and property; and
4. Explain the procedures after arrest and a paralegal's role from a prosecution and defense perspective at that stage of the criminal process.

Module #2: Crimes against Persons

Material Covered:	Chapters 8 & 9
	S.C. Laws
	S.C. Rules of Criminal Procedure
*Assessments:	Assignment
	Case Review & Briefing
	Test 2

Learning Outcomes:
1. Explain the manner in which crimes are classified in general and in South Carolina specifically;
2. Develop proficiency in identifying the elements of crimes against persons from factual scenarios;
3. Describe the difference between murder in the first degree and other forms of murder;
4. Define rape and other forms of sexual assault; and
5. Explain how evidence is gathered in rape prosecutions. .

Module #3: Crimes against Property & Public

Material Covered:	Chapters 10 & 11
	S.C. Laws
	S.C. Rules of Criminal Procedure
*Assessments:	Assignment
	Test 3

Learning Outcomes:
1. Identify the crimes applicable to a given set of facts and analyze the facts to determine if there is sufficient evidence to support each element of the crimes against property ;

2. Explain the role of paralegals in cases dealing with white-collar crimes from the prosecution and defense perspectives; and
3. Identify the elements of crimes against public order, health, and morality.

Module #4: Evidence & Discovery

Material Covered: Chapters 4, 5 & 6
S.C. Laws
S.C. Rules of Evidence

*Assessments: Client/Witness Interview Project

Learning Outcomes:
1. Conduct client and/or witness interviews as part of a criminal investigation and gathering of evidence;
2. Develop investigation/discovery plan for gathering, maintaining and organizing evidence needed in a criminal trial;
3. Describe techniques for obtaining, analyzing and organizing evidence;
4. Explain a paralegal's responsibilities in preparing for depositions; and
5. Describe the procedures used to suppress evidence obtained in violation of an accused's constitutional rights.

Module #5: Defenses

Material Covered: Chapters 7 & 14
S. C. Laws
S.C. Rules of Criminal Procedure

*Assessments: Assignment
Test 4

Learning Outcomes:
1. Define the available criminal defenses to crimes against persons, property and the public and determine the defense's applicability to a set of facts;
2. Explain how the responsibility for a crime is divided among several codefendants;
3. Discuss the differences between principal and accessory liability; and
4. Distinguish the crimes of attempt, conspiracy and solicitation.

Module #6: Trial, Sentencing & Appeal

Material Covered: Chapters 12, 13 & 15
S.C. Laws
S.C. Rules of Criminal Procedure

*Assessments: Assignment
Test 5

Learning Outcomes:
1. Identify the documents and explain the processes required in criminal pretrial procedure;

2. Discuss the pre-trial and trial responsibilities of a paralegal from the prosecution and defense perspectives;
3. Explain the jury selection process;
4. Explain the sentencing process and identify the documents needed for sentencing; and
5. Describe the criminal appeal process.

*Students- please refer to the Instructor's Course Information Sheet for specific information on assessments and due dates.

PART III: GRADING AND ASSESSMENT

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*
Students' performance will be assessed and the weight associated with the various measures/artifacts are listed below.

EVALUATION*

Tests	50 %
Assignments	35 %
Client/Witness Interview	10 %
Class Preparation & Participation	5 %
	100%

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

GRADING SYSTEM:

90% - 100%--------	**A**
80 – 89%------------	**B**
70 - 79%-----------	**C**
60 – 69%------------	D
Below 60%----------	**F**

I Course requirements incomplete. Must be completed by deadline given by Instructor or "I" converts to an F.

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 (ACADEMIC CALENDAR). 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 should note that a minimum grade of **"C"** is required for each LEG course to be eligible for graduation.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of eighty percent (80%) of his or her classes in order to be eligible to receive credit for any course. However, due to the varied nature of courses taught at the College, a more rigid attendance policy may be required by individual instructors. At a minimum, a student may be withdrawn from a course(s) after he or she has been absent in excess of ten percent (10%) of the total contact hours for a course. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

For online and hybrid courses, check your Instructor's Course Information Sheet for any required on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.
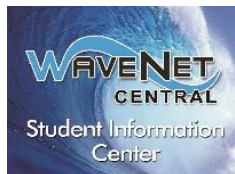
Part V: Student Resources

The Student Success and Tutoring Center (SSTC)

The SSTC offers to all students the following **free** resources:
1. **Academic coaches** for most subject areas, **Writing Center Support**, and **college success skills.**
2. **On-line student success and academic support resources.**

Visit the SSTC website: Student Success & Tutoring Center and visit the student services tab in your WaveNet account to schedule appointments using TutorTrac. For more information, call: SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455. Room locations and Live Chat is available on the SSTC website.

Student Information Center: WaveNet Central (WNC)

WNC 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)** for COMPASS support, technology education, and online tools.

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.

Visit the WNC website: [Wavenet Central](#). Live Chat and Center locations are posted on the website. Or please call one of the following locations: WNC Conway, 349-5182; WNC Grand Strand, 477-2076; and WNC Georgetown, 520-1473.

Student Testing: <mark>(If course is offered in multiple format include this section, delete if only F2F sections are offered.)</mark>

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 Jocelyn Williams, Director of Student Development on the Conway Campus Jaime Davis, Counselor/Advisor on the Georgetown Campus or Kristin Griffin, Counselor on the Grand Strand Campus. These individuals 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, gender, national or ethnic origin, age, religion, disability, marital status, veteran status, sexual orientation, gender identity, or pregnancy in educational programs and/or activities.

Title IX Requirements

Horry Georgetown Technical College prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. Any student who believe he or she has experienced or witnessed discrimination including sexual harassment, domestic violence, dating violence, sexual assault or stalking is encouraged to report such incidents to one of the College's Title IX Coordinators.

*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 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 Associate Vice President for Student Affairs.	Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Associate Vice President for Human Resources.
Dr. Melissa Batten, AVP 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	**Jacquelyne Snyder, AVP Human Resources** *Section 504, Title II, and Title IX Coordinator* Building 200, Room 212A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5212 Jacquelyne.Snyder@hgtc.edu