

CRIMINAL INVESTIGATION ADMINISTRATION OF JUSTICE 5 Spring 2014

Instructor: Steven J. Katz • West Los Angeles College
Course Section No. 7574 • MW 7:35am-9:10am • ARTC
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Office Hours: Wednesdays 9:15am (by appointment please)

COURSE DESCRIPTION

This course covers the fundamentals of police/criminal investigation. Topics will include securing and processing the crime scene, basic investigation techniques, identification and collection of evidence, preservation of evidence, scientific aids, developing leads, interviewing witnesses, and follow-up procedures. In addition, career opportunities in all aspects of law enforcement will be presented.

COURSE GOALS

- Students will be able to explain the steps in criminal investigation.
- Students will be able to present crime scene investigation findings in court.
- Students will be able to describe the basic steps in conducting a preliminary investigation.

COURSE REQUIREMENTS

A. TEXT

Berg, Bruce, **CRIMINAL INVESTIGATION**, 4th Edition –**Required**
Text Book Website: <http://www.mhhe.com/berg4>

B. GRADES*

1. FINAL EXAM	50 points
2. QUIZZES: 4 Periodic Quizzes (25 points each)	100 points
3. ATTENDANCE AND PARTICIPATION: (2 points per class)	60 points
4. CURRENT EVENT ASSIGNMENTS (3 points each)	66 points
5. Group Presentation on Crime Category	20 points
	<hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 296 points

A	90% to 100%	266 to 296 points
B	80% to 89%	237 to 265 points
C	70% to 79%	207 to 236 points
D	65% to 69%	192 to 206 points

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F 64%

191 points and below

Each periodic quiz is worth a total 25 points. The final exam will be a cumulative review of the course that is worth a total of 50 points. The periodic quizzes and final exam will consist of multiple choice and true/false questions.

Course materials are divided between lectures, discussions and reading. Students are expected to read required chapters before coming to class.

C. ATTENDANCE

Students who miss more than three classes may be dropped from the class. If you are going to miss class, please notify me. If you are running late, notify me. I do not accept late homework. If a student is absent, assignments are due the next class attended by the student.

D. CURRENT EVENT HOMEWORK ASSIGNMENT

Student Groups are required to write a weekly two paragraph narrative of a current event related to the correlating text book chapter for the week. Please include the source of where the current event was taken from. The assignment is due the next class meeting. Each student group will give an oral presentation of their current event assignment.

Each paragraph must consist of at least four sentences. The first paragraph should contain where the article was obtained from, including the source, author and date of the article. The article should be no more than six-months old. The first paragraph should tell what the article is about. **The second paragraph MUST tell how the article relates the chapter it correlates to.** Do not plagiarize the article. For further on plagiarism, see the below definition.

Plagiarism, as defined in the 1995 Random House Compact Unabridged Dictionary, is the "use or close imitation of the language and thoughts of another author and the representation of them as one's own original work." Plagiarism by students is considered [academic dishonesty](#) or academic fraud and offenders are subject to academic censure, up to and including [expulsion](#). Some individuals caught plagiarizing claim that they plagiarized unintentionally, by failing to include [quotations](#) or give the appropriate [citation](#). Any student who commits plagiarism in an Administration of Justice course will receive an "F" in the course and a notice sent to the Dean of Student Affairs. When writing papers, we will use the APA format, more on that later.

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E. GROUP PRESENTATION ON CRIME CATEGORY

Student groups will put together a power point presentation on a crime category from one of the chapters in our text book. Groups may choose to use templates available for free from Google Presentations or Prezi, or any other platform. All group members must participate in this project. Your group must conduct research on your crime category that your presentation will be on. You may insert video from You Tube, any other type of video or make your own video if you like and upload it into your power point presentation. The project is worth a total of 20 points and is due on April 14, 2014, the first day back from Spring Break. A handout will be given out explaining the project in more detail.

COURSE POLICIES

- A.** Cells phones must be turned off or be in silent mode while in class. Texting in class is not permitted. Hoods from sweatshirts or jackets are not allowed to be worn over an individual's head during class. No earphones are allowed to be worn in class. No iPods allowed in class.
- B.** Course materials are divided between lectures and readings. Students are expected to have read required chapters before coming to class.
- C.** Students must attend class. Students are awarded 2 points per class for attendance and participation. If a problem arises, contact the instructor as soon as possible.
- D.** Our class meets on Mondays and Wednesdays from 7:35 am to 9:10 am. I expect all students to be on time to class. I encourage you to actively participate in classroom discussions. I expect all students to be respectful to each other and to all guest at all times.

I expect students to do their own work and not copy from one another. Do not have someone write your current event assignment. Do not copy an article verbatim. Plagiarism is a serious violation. For further, see the aforementioned paragraph on plagiarism.

INSTRUCTOR BIOGRAPHY

Steven J. Katz's professional background is in law enforcement with over 30 years experience as a sworn police officer. He worked close to three years as a deputy sheriff for the Los Angeles County Sheriff's Department assigned to custody operations. Mr. Katz has been a police officer and detective for the Los Angeles Police Department for over 27 years. His

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assignments include patrol training officer; vice investigator; gang investigations; research and project coordinator; robbery, crimes against persons, and auto theft investigator; and over 11 years as a homicide investigator. Mr. Katz has extensive experience in detective operations, to include crime scene investigation, suspect interrogation, search and arrest warrant preparation, report writing, and court preparation. Mr. Katz currently supervises a team of homicide detectives at a LAPD geographic bureau. Mr. Katz holds a Bachelor of Science degree in Occupational Studies from California State University, Long Beach; and a Master of Arts degree in Behavioral Science: Negotiation and Conflict Management from California State University, Dominguez Hills. Mr. Katz is an adjunct instructor in Administration of Justice at West Los Angeles College.

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TENTATIVE SCHEDULE

WEEK 1: February 10th & 12th

- Introduction and Course Overview
- Student Profiles / Introductions
- Chapter 1 – Basic Grounding and Overview
- Chapter 2 – The Preliminary Investigation

WEEK 2: February 19th (Off Monday, Feb.17th for President's Day)

- Chapter 3 – Preserving the Crime Scene
- Current Event Assignment Due – Chapters 1 & 2

WEEK 3: February 24th & 26th

- Chapter 4 - Physical Evidence
- Chapter 5 – Criminal Patterns
- Current Event Assignment Due – Chapters 3

WEEK 4: March 3rd & 5th

- Quiz #1 – Chapters 1, 2, 3, 4 & 5
- Chapter 6 – Interviews & Interrogations
- Current Event Assignment Due – Chapters 4 & 5

WEEK 5: March 10th & 12th

- Chapter 7 – Fingerprints
- Chapter 8 – From Surveillance to Records & Files
- Current Event Assignment – Chapters 6

WEEK 6: March 17th & 19th

- Chapter 9 – Writing Reports
- Chapter 10 – Robbery
- Current Event Assignment Due – Chapters 7 & 8

WEEK 7: March 24th & 26th

- Quiz #2 – Chapters 6, 7, 8 & 9
- Chapter 11 - Assault
- Current Event Assignment Due – Chapters 9 & 10

WEEK 8: April 2nd (Off March 31st for Ceasar Chavez Day)

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- Chapter 12 – Sexual Assault and Rape
- Current Event Assignment Due – Chapter 11

SPRING BREAK: April 7th – 11th

WEEK 9: April 14th & 16th

- Chapter 13 – Kidnap
- Chapter 14 - Homicide
- Current Event Assignment Due – Chapter 12

WEEK 10: April 21st & 23rd

- Quiz #3 – Chapters 10, 11, 12, 13 & 14
- Chapter 15 – Burglary
- Current Event Assignment Due – Chapters 13 & 14

WEEK 11: April 28th & 30th

- Chapter 16 – Larceny/Theft
- Chapter 17 – Motor Vehicle Theft
- Current Event Assignment Due – Chapter 15

WEEK 12: May 5th & 7th

- Chapter 18 - Arson
- Chapter 19 – Organized Crime
- Current Event Assignment Due – Chapters 16 & 17

WEEK 13: May 12th & 14th

- Quiz #4 - Chapters 15, 16, 17 & 18
- Chapter 20 – White-Collar Crimes
- Current Event Assignment Due – Chapters 18 & 19

WEEK 14: May 19th & 21st

- Chapter 21 – Narcotics and Dangerous Drugs
- Chapter 22 – Terrorism
- Current Event Assignment Due – Chapter 20

WEEK 15: May 28th (Off Monday May 26th for Memorial Day)

- Final Exam Review
- Current Event Assignment Due – Chapters 21 & 22

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WEEK 16: June 9th

- Final Examination

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