

ADMJ-124: INTRODUCTION TO INVESTIGATION

Effective Term

Fall 2022

CC Approval

11/19/2021

AS Approval

12/07/2021

BOT Approval

12/09/2021

COCI Approval

N/A

SECTION A - Course Data Elements

CB04 Credit Status

Credit - Degree Applicable

Discipline

Minimum Qualifications	And/Or
Administration of Justice (Any Degree and Professional Experience)	

Subject Code

ADMJ - Administration of Justice

Course Number

124

Department

Administration of Justice

Division

Administration of Justice (ADMJ)

Full Course Title

Introduction to Investigation

Short Title

Introduction to Investigation

CB03 TOP Code

2105.00 - *Administration of Justice

CB08 Basic Skills Status

NBS - Not Basic Skills

CB09 SAM Code

C - Clearly Occupational

Rationale

Periodic course update, textbook update, revision of course learning outcomes.

SECTION B - Course Description

Catalog Course Description

This course addresses the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, sources of information, utility of evidence, scientific analysis of evidence and the role of the investigator in the trial process.

SECTION C - Conditions on Enrollment

Open Entry/Open Exit

No

Repeatability

Not Repeatable

Grading Options

Letter Grade or Pass/No Pass

Allow Audit

Yes

Requisites

SECTION D - Course Standards

Is this course variable unit?

No

Units

3.00

Lecture Hours

54.00

Outside of Class Hours

108

Total Contact Hours

54

Total Student Hours

162

Distance Education Approval

Is this course offered through Distance Education?

Yes

Online Delivery Methods

DE Modalities	Permanent or Emergency Only?
Hybrid	Permanent
Entirely Online	Permanent

SECTION E - Course Content

Student Learning Outcomes

Upon satisfactory completion of the course, students will be able to:	
1.	Analyze principles and applications of statutory and Constitutional law, particularly the requirements adhered to by law enforcement, courts, and corrections.
2.	Produce written communications that meet the standards for transfer and a criminal justice system professional.
3.	Examine bias and cultural competence in the criminal justice system.

Course Objectives

Upon satisfactory completion of the course, students will be able to:	
1.	Understand general investigative principles and demonstrate this knowledge through class discussion, short research papers, and written essay examinations with 60% accuracy.
2.	Describe successive evolutionary stages of the criminal investigative process.

3. Describe the duties related to the basic functions of crime scene management (management control, evidence search and processing, general area investigation).
4. Explain the role of the investigator in the judicial process.
5. Identify and explain the role of documentation in the criminal investigative process.
6. Explain how bias can impact and an investigator's ability to be objective.
7. Explain how the cultural competence of an investigator impacts a criminal investigation.
8. Recognize, identify and explain the implications of a given piece of evidence in a criminal process.
9. Identify critical ethical issues relating to criminal investigation.
10. Identify procedures for the first responders to crime scenes.
11. Identify role of forensic examination in a criminal investigative process.
12. Compare and contrast the legalities and strategies of interview and interrogation.
13. Identify key information sources and data systems available to investigators.

Course Content

- A. The role of the investigator
- B. How implicit and explicit bias can impact objectivity
- C. How cultural competence helps an investigator
- D. Crime scene management
- E. Utility of evidence
- F. Documentation of evidence
- G. Follow up investigations
- H. Interviewing (witness identification)
- I. Interrogation techniques
- J. Physical evidence
- K. Laboratories
- L. Ethical challenges
- M. Surveillance
- N. Sources of information
- O. Trial process

Methods of Instruction

Methods of Instruction

Types	Examples of learning activities
Lecture	1. Lecture; using technology when appropriate. 2. Application; practicing and assessing the skills presented in the course content. 3. Presentation of evidence; both written and verbal.

Online Adaptation

Types	Examples of learning activities
Discussion	Discussions will be facilitated using the discussion board in Canvas.
Lecture	Lectures will be delivered using audio recordings, video recordings, or supplemental reading.
Other	Projects will be facilitated by using the assignment option in Canvas. Oral presentation will be facilitated using the Canvas video recorder, YouTube, or similar technology. Field trips will be offered in the same way as a face-to-face class.

Instructor-Initiated Online Contact Types

- Announcements/Bulletin Boards
- Chat Rooms
- Discussion Boards
- E-mail Communication
- Telephone Conversations
- Video or Teleconferencing

Student-Initiated Online Contact Types

- Chat Rooms
- Discussions

Group Work

Course design is accessible

Yes

Methods of Evaluation**Methods of Evaluation**

Types	Examples of classroom assessments
Exams/Tests	1. A final exam with multiple-choice, true-false and or short essay questions about procedures for documenting physical evidence commonly found at a crime scene. 2. A mid-term exam requiring students to outline the steps required to secure a crime scene.
Essays/Papers	1. A narrative style police report outlining the steps of a criminal investigation. 2. A paper explaining the steps required for investigating a death.
Oral Presentations	1. Providing testimony in the role of an investigator during a mock trial based on a scenario provided by the instructor. 2. A oral presentation to the class on how to collect and document various types of physical evidence.
Projects	1. Work in a small group to process a mock crime scene including collecting and documenting evidence and conducting a preliminary interview of witnesses. 2. Develop a working guide for the processing of common types of crime scenes.
Other	1. Tour the Napa County Crime Lab. 2. Tour the Napa County Morgue. 3. Collect fingerprints from a simulated crime scene set up by the instructor. 4. Diagram a crime scene based on a simulated incident created by the instructor.

Assignments**Reading Assignments**

1. After reading Chapter 8, "Computer-Aided Investigations and Computer Crime", interview a Napa Valley College official and determine what security measures are used to prevent unauthorized computer access to student records.
2. Access <http://.icje.org/id114.htm> and identify two entrapment problems in handling informants.

Writing Assignments

1. After collecting/evaluating the available evidence, prepare a summary which details the following objectives of a legal inquiry:
 - a. Did a criminal violation as described in a code or statute occur?
 - b. Where and at what time and date did the crime occur?
 - c. Who were the individuals involved in the planning, execution and aftereffects of the violation?
 - d. Are there any witnesses to the criminal activity?
 - e. Is there evidence of the offense?
 - f. In what manner or by what method was the crime committed?
 - g. Is there any indication of guilt or innocence to aid the judicial officials in going forward with a criminal case?
2. Given a mock crime scene, locate, protect, recover, package, or present any relevant evidence in a legally competent manner.

Outside-of-Class Assignments

1. Prepare a research paper on the history and development of a current "gang" operating in California. What investigative techniques identified in this course would law enforcement agencies most likely use when obtaining evidence to prosecute them?
2. After doing research, briefly explain how the breathalyzer, the polygraph, and the spectrophotometer operate in terms of the analysis of evidence.

SECTION F - Textbooks and Instructional Materials**Material Type**

Textbook

Author

Lyman, Michael D.

Title

Criminal Investigation

Edition/Version

9th

Publisher

Pearson

Year

2020

SECTION G - Diversity, Equity and Inclusivity**Course Codes (Admin Only)****CB00 State ID**

CCC000185860

CB10 Cooperative Work Experience Status

N - Is Not Part of a Cooperative Work Experience Education Program

CB11 Course Classification Status

Y - Credit Course

CB13 Special Class Status

N - The Course is Not an Approved Special Class

CB23 Funding Agency Category

Y - Not Applicable (Funding Not Used)

CB24 Program Course Status

Program Applicable

Allow Pass/No Pass

Yes

Only Pass/No Pass

No