



# TEXARKANA COLLEGE

**Syllabus:** Criminal Investigation

**Course Number:** CRIJ 2314.01 CW

**Semester & Year:** Spring 2023

**Instructor Information**

Name: Stephen Gass

Office: SSB Office D

Class: SSB Room 14

Telephone: 903-823-3235

E-mail: [stephen.gass@texarkanacollege.edu](mailto:stephen.gass@texarkanacollege.edu)

Office Hours:

MW 7:30 - 8:00am, 11:00 - 12:30pm

TR 7:30 - 11:00am

Other hours by appointment

**Textbook Information**

Criminal Investigation 3e, ISBN# 978-0-13-454868-6, Michael D. Lyman

**Student Learning Outcomes for the Course**

CRIJ 2314 Criminal Investigation is a study of investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; use of the forensic sciences; and case and trial preparation.

**Student Requirements for Completion of the Course and Due Dates**

Instruction for this course will be accomplished through Web-based content and activities on the course homepage, audio/video presentations and weekly discussions between students and me posted on the coursework page under Forum Post. Your post and your responses must be at least a full paragraph long. Late submissions on the post will not be accepted. Students should read the text for the course prior to making a post or response. Student participation is essential to the learning process, and students are expected to answer questions and engage in professional discussion. This course will cover material involving politics and religion. It is important that you understand some topics might be controversial but are discussed for an academic purpose. Be respectful and professional in your responses. See the listed class schedule for assignment, forum post and test due dates. Prior to beginning, the course students will take the introductory quiz. It is the student's responsibility to ensure they are accessing the course web-based content from a secure location that will not lose connectivity.

Students will complete all assignments and exams through web-based content. All exams will be timed. If you feel you have inadequate time to complete the exam please contact me and arrangements will be made to complete the exam. In the event of losing internet connectivity while completing an exam, you must complete and submit a LMS Interrupted Test form located in the blue column on the left side of your course homepage. This will notify the Texarkana College Information

Technology department of the issue. In addition, you must immediately notify me of the incident. Repeated requests to reopen exams due to losing connectivity will result in a requirement to take exams on the campus.

Students are required to submit an essay that will be submitted as an assignment through the course homepage; including an introduction, body and closing paragraphs in response to the Films on Demand video “[Eyewitness: What Actually Happened](#)”. The video can be accessed from the link on the course home page. However, if you are unable to open the link it can be accessed from Films on Demand at <http://digital.films.com> using the USER ID: texarkana and PASSWORD: texas, and searching for the video title. The essay will be due on Sunday at midnight of the week it is assigned. Please refer to Syllabus for date of assignment.

Students are required to complete a **typed** Informative Essay about a substantial contemporary criminal justice issue that will be submitted as an assignment through the course homepage. The essay must be in MLA or APA format and be a minimum of four complete to six double spaced pages long (excluding title page and works cited page) and consist of at least five or six paragraphs including an introduction, body and closing paragraphs, with a works cited page attached. The essay must contain information from a minimum of three cited sources including but not limited to peer-reviewed articles, books and websites. At least one source must be a peer-reviewed article. Do not use Wikipedia as a source. The essay will be graded on content and a demonstration of investigative effort in developing and expressing the factual information on the issue. Do not merely write a paper about your opinion on a subject or individual. The topic, brief abstract and minimum of three (3) sources for the assignment must be approved by Friday, March 31, 2023, for a grade. The assignment must be submitted through the course homepage for grading no later than Friday, April 21, 2023. There will be no exceptions made for late submissions. You are encouraged to obtain assistance for this assignment from Texarkana College Library staff and me. Additional guidance for the assignment can be obtained from the **Research Essay with Rubric** instructions on the course homepage.

Students are required to submit five (5) brief responses to a Contemporary Criminal Justice issue during this semester through the course homepage. The response must be a minimum of a full paragraph in length and state both the issue being reported and the response of the student to the subject. Sources to consider using are newsprint, professional journals, television and/or radio news programs and internet news sites. A copy of the article must be submitted through attachment with the response or the article or news program must be cited. The five required responses must be completed in the first ten weeks of the semester so watch for due dates. As a **bonus** students may submit up to six (6) more responses, however under no circumstances will more than two responses be accepted per week.

**You have the following possibilities for earning points:**

(1) 7 Chapter tests (100 points each) -	700 total points
(2) Video: Eyewitness: response essay	100 total points
(3) Informative Essay (100), Approval (100)	200 total points
(4) 7 Forum post (10 points each)	70 total points
(4) 5 Contemporary Issues response (20 points each) -	100 total points
(5) Final Exam (100 points) -	<u>100 total points</u>
	1,270 total points

**Bonus**

- Up to **six** Contemporary Issues response (10 points each)
- Lecture notes folder (three points per exam)
- Movie with response questions (on availability)
- Prison tour (on availability)

**Grading Scale**

<b>Grade</b>	
<b>A</b>	90-100
<b>B</b>	80-89
<b>C</b>	70-79
<b>D</b>	60-69
<b>F</b>	59-below

## Class Schedule

Holidays: MLK holiday January 16, 2023 Spring Break March 13-17, 2023

Week	Dates	Material to be covered
1	1/16-20/2023	First eight week session: Introduction to Criminal Justice
2	1/23 – 27/2023	First eight week session: Introduction to Criminal Justice
3	1/30 – 2/03/2023	First eight week session: Introduction to Criminal Justice
4	2/06 – 10/2023	First eight week session: Introduction to Criminal Justice
5	2/13 – 17/2023	First eight week session: Introduction to Criminal Justice
6	2/20 – 24/2023	First eight week session: Introduction to Criminal Justice
7	2/27 – 3/03/2023	First eight week session: Introduction to Criminal Justice
8	3/06 – 10/2023	First eight week session: Introduction to Criminal Justice
9	3/13 – 17/2023	Campus closed: Spring Break
10	3/20 – 24/2023	Take Chapter 1 <u>test</u> , complete course introductory quiz, respond to Forum Question, view and respond to video <b>Video: Eyewitness: What Actually Happened</b>
11	3/27 – 31/2023	Take Chapters 2 and 3 <u>test</u> (1 test), respond to Forum Question <b>Research Essay Topic Approval due 3/31/2023 at 11:55pm</b>
12	4/03 – 07/2023	Take Chapters 4 and 5 <u>test</u> (1 test), respond to Forum Question
13	4/10 – 14/2023	Take Chapters 6, 7 & 8 <u>test</u> (1 test), respond to Forum Question
14	4/17 – 21/2023	Take Chapters 9 and 10 <u>test</u> (1 test), respond to Forum Question <b>Research Essay due 11/18/2022 by 11:55pm</b>
15	4/24 – 28/2023	Thanksgiving Holiday: Campus closed
16	5/01 – 05/2023	Take Chapters 11 and 12 <u>test</u> (1 test), respond to Forum Question
17	5/08 – 11/2023	Take Chapters 13 and 14 <u>test</u> (1 test), respond to Forum Question and take <b>final exam</b> Graduation – Thursday, May 11, 2023 @ 7:00pm

## Attendance Policy

Success in this course depends on your regular participation in class through the course homepage. Attendance will be determined through weekly participation in discussion questions as assigned and weekly exams. Failure to complete weekly assignments will result in an absence for the week. A student will be dropped from the course due to excessive unexcused absences. A student may be dropped from this course after their second absence. In accordance with attendance requirements for online classes published in the Online Course Handbook for Students on the Texarkana College website, online students may be dropped for failing to complete weekly activities as assigned by the instructor. If you are expecting to be unable to perform your assignment and exam for a week you should obtain prior approval by

contacting me in my office by telephone at 903-823-3235 or email at [stephen.gass@texarkanacollege.edu](mailto:stephen.gass@texarkanacollege.edu) prior to the beginning of the week. Approval will only be given in the case of unavoidable emergencies and you may be required to provide written proof.

Students will complete all assignments and exams through web-based content. All exams will be timed. If you feel you have inadequate time to complete the exam please contact me and arrangements will be made to complete the exam on campus. In the event of losing internet connectivity while completing an exam, you must complete and submit a LMS Interrupted Test form. This will notify the Texarkana College Information Technology department of the issue. In addition, you must immediately notify me of the incident. Repeated requests to reopen exams due to losing connectivity will result in a requirement to take exams on the campus.

A student absent due to school trips and/or school business will not have the absence counted against the student's allowable number of absences. A student absent for military duty or for recognized Holy Days will not have the absence counted against the student's allowable number of absences in accordance with the Texarkana College Student Handbook. In these circumstances students will be expected to satisfactorily complete the assignment and/or examination within a reasonable time after the absence. It is the student's responsibility to notify the Instructor of their intended absence. The Texarkana College Student Handbook can be accessed for guidance at [www.texarkanacollege.edu](http://www.texarkanacollege.edu).

Do not stop attending class without formally withdrawing from the course by the institution's published Last Day to Drop for this semester. Texarkana College policy states that if a student does not attend class and does not withdraw from the class, the student will receive a grade of **F** in the class and this could affect your current or future financial aid eligibility. The last date you attend will be reflected on the final grade sheet resulting in the reimbursement of grant and scholarship funds.

### **Make-up Policy**

Any assignment and/or examination that is made up due to an excused absence is expected to be satisfactorily completed by the following Thursday of the missed assignment date.

### **Class Conduct Policy**

The classroom including web-based content and activities on the course homepage and weekly discussions between students posted on the course homepage should be treated as a professional environment and distractions should be kept to a minimum. There will be a zero tolerance policy for any behavior that is disruptive to the learning process. Professional debate is encouraged to enhance the learning environment however rude and vulgar behavior will not be tolerated. This includes ANY use of vulgar language or rude behavior toward instructor or any other student in the class. The field of Criminal Justice often involves topics that some might find controversial including but not limited to political and religious beliefs. Topics discussed in class are for an educational purpose and students must remain civil and

respectful. Students asked to refrain from continued improper behavior will be dropped from the course.

### **Academic Integrity Statement**

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an "F".

This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Texarkana College Student Handbook at [www.texarkanacollege.edu](http://www.texarkanacollege.edu).

### **Disability Act Statement:**

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Larry Andrews at 903.823.3283, or go by the Recruitment, Advisement, and Retention Department located in the Administration building for personal assistance.

If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations..

### **Financial Aid:**

**Attention!** Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

### **Basic Needs Security Statement:**

Any student who has difficulty affording groceries or accessing enough food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in this course or ability to remain in school, is urged to contact Tonja Blase, Director of Student Retention, at 903.823.3349 for support. Furthermore, please notify the professor if you are comfortable in doing so.

### **Alternate Operations during Campus Closure**

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, Texarkana College may need to move to altered operations and course delivery methods. During this time, Texarkana College may opt to continue delivery of instruction through methods that include, but are not limited to: online learning management system (Jenzabar or Moodle), online conferencing through TEAMS, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor Texarkana College's website ([www.texarkanacollege.edu](http://www.texarkanacollege.edu)) for instructions about continuing courses remotely, instructor email notifications on the

method of delivery and course-specific communication, and Texarkana College email notifications for important general information.