



CRIJ 2314 | Criminal Investigations

Course Syllabus: Winter Intersession - 2023

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

Instructor: Elizabeth A. Bailey, M.S.

Office: BT 109A

Phone: (903) 434-8249

Email: ebailey@ntcc.edu

Office Hours	Monday	Tuesday	Wednesday	Thursday	Online
					Upon Request

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Course Description: 3 credit hours.

Topics for this course shall include investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation.

Prerequisite(s): Successful completion of CRIJ 1301 Introduction to Criminal Justice

Student Learning Outcomes: Define the goals and objectives of criminal investigation; demonstrate ability to conduct proper crime scene investigations; illustrate the use of forensic science for various statutory offenses; organize the criminal case including field notes, reports, crime scene activities, and mandatory documentation of statutory warning.

Evaluation/Grading Policy:

Assignment	25%
Test	45%
Quiz	30%
Total	100%

Required Instructional Materials: You have already paid for eBook access embedded into Blackboard. If you prefer a paper copy, the bookstore can provide a textbook for an additional fee.

Inclusive Access: Criminal Investigation. 13th Edition

Publisher: McGraw-Hill

ISBN Number: 9781260836806 (print)

Optional Instructional Materials: None.

Minimum Technology Requirements:

Daily high-speed internet access
Internet Browser

Required Computer Literacy Skills:

Basic computer usage skills
Email skills

Course Structure and Overview:

All quizzes/assignments/discussions/exams/projects are completed individually and submitted electronically through Blackboard. Each assignment is worth a set number of points. Please pay careful attention to the due dates. **Late work will NOT be accepted.** 'Forced Completion' Blackboard modules will be utilized during this course; students must open the contents in order before the following content becomes available.

Communications:

Email: Please check your NTCC email everyday. Email is the official form of communication used here at NTCC. All emailed questions to the instructor will be responded to within 24 hours (Monday-Friday), but usually within a few hours when possible. My email address is ebailey@ntcc.edu

Announcements: These can be found in Blackboard under the course link on your Blackboard homepage.

Blackboard Messages: These can be found in Blackboard under the Messages link in your Blackboard course.

TEAMS: I am available for scheduled video conference upon request.

Institutional/Course Policy:

All courses require timely completion of assignments. Many assignments are due weekly. Thus, keeping up with the schedule is essential to your success. Your personal schedule must allow you to keep up with the due dates for the readings and other assignments. Late work is not allowed in this course- plan your schedule carefully. Blackboard will be used for file submission.

Late Work Policy:

The word "assignments" refers to all work (assignments, quizzes, exams, discussions, projects) that is submitted via Blackboard or presented in class. Students are to submit assignments on or before the stated due date/time. **Late work is not accepted.**

Attendance Policy:

Students are expected to participate regularly (daily/weekly) and complete all assigned work. Excessive absences (*two consecutive weeks of no participation or no show in class*) may result in the student being dropped from the class or having their grade average reduced. Attempt will be made to contact you before this happens, but should an emergency arise, you will need to contact your instructor by phone or email should you not be able to meet this requirement.

Important Winter Intersession Dates:

The final day to Withdraw with Grade of "W"): January 5

Last Class Day: January 12

Final Examinations: January 12

Religious Holy Days: please refer to the current Northeast Texas Community College Student Handbook.

Withdrawal Policy/Date:

It is your responsibility to drop a course or withdraw from the college. If you stop attending the course without withdrawing, you will still receive a grade, whether passing or failing.

Alternate Operations During Campus Closure/Alternate Course Delivery Requirements:

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the

privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children’s educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered “eligible students.” In essence, a parent has no legal right to obtain information concerning the child’s college records without the written consent of the student. In compliance with FERPA, information classified as “directory information” may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student’s name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Timeline: The instructor reserves the right to make adjustments at any point in the term. All Blackboard modules will open no later than the corresponding week date.

CRIJ 2314 – Criminal Investigations		
Week	Assignments	Due Date
START COURSE HERE Dec. 14-15	Syllabus Quiz <input type="checkbox"/>	Friday, Dec. 15 @ 11:59p
Week 1 Dec. 14-21	Ch 1 Quiz <input type="checkbox"/> How DNA... (assignment) <input type="checkbox"/> Ch 2 Quiz <input type="checkbox"/> Ch 3 Quiz <input type="checkbox"/> Ch 4 Quiz <input type="checkbox"/>	Thursday, Dec. 21 @ 11:59p
Week 2 Dec. 21-28	Ch 5 Quiz <input type="checkbox"/> Ch 6 Quiz <input type="checkbox"/> Ch 7 Quiz <input type="checkbox"/>	Thursday, Dec. 28 @ 11:59p
MID-TERM EXAM Dec. 29	Please see module <input type="checkbox"/> instructions for completion	Friday, Dec. 29 @ 11:59p
Week 3 Dec. 28-Jan. 4	Ch 8 Quiz <input type="checkbox"/> Ch 9 Quiz <input type="checkbox"/> Ch 11 Quiz <input type="checkbox"/>	Thursday, Jan. 4 @ 11:59p

Week 4 Jan. 4-11	Ch 12 Quiz <input type="checkbox"/> Ch 19 Quiz <input type="checkbox"/>	Thursday, Jan. 11 @ 11:59p
FINAL EXAM Jan. 12	Comprehensive Exam <input type="checkbox"/>	Friday, Jan. 12 @ 12:00p (NOON)