

# IMPERIAL VALLEY COLLEGE

## ADMINISTRATION OF JUSTICE

### COURSE SYLLABUS

**COURSE NO.**

AJ 106 (CRN 10928)

**COURSE TITLE**

Principles and Procedures of the Justice System

**INSTRUCTOR**

Cory Van Driessche Room 212  
Phone (760) 337-4860  
[cvandriessche@hotmail.com](mailto:cvandriessche@hotmail.com)

**TEXTBOOK**

Procedures in the Justice System, 10<sup>th</sup> Ed.; Roberson  
Wallace, Stuckey; Pearson Prentice Hall; 2007

**TERM**

Fall 2012

**CLASS TIMES**

Tuesday & Thursday 4:45pm – 6:10pm

**UNITS**

3

**COURSE DESCRIPTION**

An in-depth study of the role and responsibilities of each segment within the administration of justice system: law enforcement, judicial, corrections. A past, present, and future exposure to each sub-system procedure, from initial entry to final disposition, and the relationship each segment maintains with its system member.

**COURSE OBJECTIVES**

Students will be able to:

1. Explain the historical development of law and establishment of the American Criminal Justice System; and demonstrate an understanding of Constitutional rights and due process.
2. Identify and distinguish the requirements of a lawful arrest and applicable procedures for both misdemeanor and felony arrests.
3. Create a table of court procedure. Understand the different phases of the court system when a crime is being charged.
4. Recognize the legal requirements associated with the defendant's right to an arraignment, pre-trial motions, etc.
5. List the types and appropriate uses of pleas listed in the California Penal Code.
6. Identify and explain the role of a judge, attorney, and other participants in the trial setting to include the importance court procedure and integrity.

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7. Describe the trial process from motions *in limine* to the verdict.
8. Describe the history and role of the jury within the criminal justice system, the jury selection process, case law, and new statutory changes affecting the jury process.
9. Explain sentencing history, philosophy, and procedures used by the courts.
10. Describe post-trial appeal procedures, remedies, and motions made by trial participants.
11. Identify the different components of corrections and discuss the purpose and procedures of each.
12. Describe the juvenile justice system, philosophy, and procedures.

### **GRADING PROCEDURE:**

Total Points: 500

Homework sheets: (15) 10 points each	=150 Points
Quizzes: (4) 25 points each	=100 Points
Class participation / activities:	=50 Points
Final Exam:	<u>=200 Points</u>
Total	=500 Points

A = 500-450   B= 449-400   C = 399-350   D=349-300   F= 299-0

**PLEASE NOTE:** Assignments are due on the date stated on the syllabus. Late assignments are subject to reduction of points, so make every effort to have your written assignments turned in on time. Students will be given a zero for any written assignment turned in after seven days of due date.

### **Homework sheets:**

Homework sheets will be due at the beginning of every class. Each sheet will consist of 5 specific questions worth 2 point each. There will be a total of 15 sheets due.

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## **Quizzes:**

There will be a total of 4 quizzes due. Each quiz will be worth 25 points and will focus on all of the material cover in the chapters and / or lecture. Each quiz will cover 3 chapters. Time will be set aside for a quiz review the week preceding each quiz. After the quizzes are graded they will be returned to you, to be used as study guides for your final examination. Failure to take a quiz will result in a zero for that quiz. You can not make up a quiz, so don't miss class.

## **Final Exam:**

The Final exam will be given at the start of the last class (5/9/12) and is worth 40% of your final grade. If you are late to class, you will not be given extra time to take the exam. The exam will consist of true / false, multiple choice and a short essay.

You must communicate to your instructor any problems that you are having with the course.

## **ATTENDANCE:**

One of the institutional learning outcomes at IVC is personal responsibility. You will be expected to demonstrate personal responsibility by attending class, showing up on time, and not leaving early. You will be allowed two absences from class before the drop deadline. Do not assume you will be dropped for non-attendance. Missing more than half a class session will count as a full absence. (*It remains your responsibility to drop yourself from all courses that you no longer attend, or you risk getting a failing grade on your transcript.*) Refer to page 10 of your fall 12 catalogue for "DROPPING CLASSES" you are RESPONSIBLE!

## **ACADEMIC ETHICS:**

Cheating is defined as copying answers from another student on an exam or assignment, allowing another student to copy answers from you, turning in work as your own that someone else completed for you, working with another student on an assignment without the instructor's express consent, or turning in a writing assignment that uses another's words or ideas without crediting the source of the words or ideas.

**PLAGIRISM will not be tolerated!** If a student uses the words or ideas of another person without giving that person credit, the student is committing an act of plagiarism.

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**CHEATING will not be tolerated!** Anyone caught cheating will get a zero for the assignment or exam and may be dropped from the class with the grade of **“F”**.

### **PARTICIPATION:**

Every student is expected to participate in class discussion each week. This includes punctuality, contributions, personal opinions, group efforts if assigned and discussion of issues relating to the current assignment of the class. Newspaper article discussions on how local crime impacts our community, state and federal levels.

### **CLASSROOM BEHAVIOR:**

Any conduct that disrupts the learning process cannot be tolerated. Anyone engaging in such conduct will be asked to leave the classroom. Talking, whispering, texting, and cell phones ringing during class are examples of disruptive behavior. Such actions are disrespectful and distracting to the students and instructor. Respect your fellow students and instructors at all times. **TAKE ADVANTAGE OF THE LEARNING ENVIRONMENT WHILE IN CLASS!**

**NOTICE:** Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP & S) Office as soon as possible. [Room 2117, Health Sciences Building; Phone: (760) 355-6312]

### **CLASS SCHEDULE (Subject to change)**

#### Week 1

- Tues. Introduction / Syllabus / Grading
- Thur. Chapter 1, Week 1 Homework Sheet

#### Week 2

- Tues. Chapter 2
- Thur. Chapter 2 Cont., Week 2 Homework Sheet

#### Week 3

- Tues. Chapter 3
- Thur. Chapter 3 Cont., Week 3 Homework Sheet

#### Week 4

- Tues. **QUIZ** and Chapter 4
- Thur. Chapter 4 Cont., Week 4 Homework Sheet

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### Week 5

- Tues. Chapter 5
- Thur. Chapter 5 Cont., Week 5 Homework Sheet

### Week 6

- Tues. Chapter 6
- Thur. Chapter 6 Cont., Week 6 Homework Sheet

### Week 7

- Tues. **QUIZ** and Chapter 7
- Thur. Chapter 7 Cont., Week 7 Homework Sheet

### Week 8

- Tues. Chapter 8
- Thur. Chapter 8 Cont., Week 8 Homework Sheet

### Week 9

- Tues. Chapter 9
- Thur. Chapter 9 Cont., Week 9 Homework Sheet

### Week 10

- Tues. **QUIZ** and Chapter 10
- Thur. Chapter 10 Cont., Week 10 Homework Sheet

### Week 11

- Tues. Chapter 11
- Thur. Chapter 11 Cont., Week 11 Homework Sheet

### Week 12

- Tues. Chapter 12
- Thur. Chapter 12 Cont., Week 12 Homework Sheet

### Week 13

- Tues. **QUIZ** and Chapter 13 & 14
- Thur. Chapter 13 & 14 Cont., Week 13 Homework Sheet

### Week 14

- Tues. Chapter 15 & 16
- Thur. Chapter 15 & 16 Cont., Week 14 Homework Sheet

### Week 15

- Tues. Chapter 17 & 18
- Thur. Chapter 17 & 18 Cont., Week 15 Homework Sheet

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Week 16

Tues. Review for Final

Thur. Final Exam