

Imperial Valley College

Administration of Justice

Course Syllabus

COURSE NO.

AJ 106 (20410)

COURSE TITLE

Principles and Procedures of the Justice System

INSTRUCTOR

J. Myles-Wells - Room 203

Email: Jamimyles@aol.com**TEXTBOOK**

Procedures in the Justice System
Cliff Robertson, Harvey Wallace, and Gilbert B. Stuckey
10th Edition

TERM

Spring 2014

UNITS

3

CLASS TIMES

Wednesday 6:30 – 9:40 PM

COURSE DESCRIPTION

An in-depth study covering the roles and responsibilities of each segment in the administration of justice; law enforcement, courts, and 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. (CSU)

COURSE OBJECTIVES (SLO's)

Students will be able to:

1. Demonstrate an understanding of the U.S. Constitution and the Amendments pertaining to the Criminal Justice field by being able to identify the elements of each Amendment and the basic structure of the Federal Government. (ILO1, ILO2, ILO3)
2. Identify the fundamentals of the U.S. Criminal Justice System and the three main parts to the system: Law Enforcement, the Court System, and correctional/Custody Systems. (ILO1, ILO2, ILO4)
3. Identify the Criminal Court Trial Procedures, specifically those areas dealing with Witnesses, Evidence, and Presumption of Innocence. (ILO1, ILO2, ILO4)

GRADING PROCEDURE:

Total Points: 700

Tests: Six tests at 50 points each = 300 points**Term Paper:** (Topic Approved by Instructor) = 100 Points**Presentation of Term Paper:** Speech of final term paper=100 Points**Final Exam** = 100 Points**Class attendance and participation in discussion, group participation or activities** = 100 Points**A =100%-90% B =89%-80% C = 79%-70% D = 69%-60% F =59%-below**

PLEASE NOTE:

Assignments are due on the date stated on the syllabus. Late assignments are subject to reduction of points. Make every effort to turn in assignments on time or you may receive a zero for that assignment.

TESTS/EXAMS:

There are a total of six (6) tests and one (1) comprehensive Final Examination in this course. Each test will have a time limit of 30 minutes, which means that class starts at 6:30 pm, class attendance is taken, and then the test is handed out to the students. You will have 30 minutes, no longer. If you show up late to class, you will have what time is left to complete the test. There will be NO makeup test given. Failure to take an exam will result in a zero for that exam unless prior approval is given by the instructor. Bring a No. 2 Pencil and Scantron form to class on exam days for the test. I DO NOT supply a Scantron or a Pencil for any exam.

AS THERE IS NO RETAKES IN REAL LIFE - THERE WILL BE “NO MAKE UP EXAMS” GIVEN FOR THIS COURSE!

You must communicate to your instructor any problems that you are having with the course or anything affecting you in the performance of the course. That means, if you **cannot** attend class to take the exams, you will communicate that to the instructor and why with paperwork of why you could not be in class to take the exam. (Doctor’s appointment, Jury Duty, Emergency Room, or Funeral).

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 pages 23 – 24 of your General Catalog for “ATTENDANCE AND AUTOMATIC WITHDRAWALS”; **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 did for you, working with another student on an assignment with 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.

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 discussions each week. This includes punctuality, contributions, personal opinions, group efforts if assigned and discussion of issues relating to the current assignment of the class.

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, loud yawning, and **CELL PHONES RINGING DURING CLASS** are examples of disruptive behavior because such

actions are disrespectful and distracting to the instructor and to other students. Respect your fellow students and instructors at all times.

Your cell phones:

- When your cell phones rings during class it's RUDE, to me as the instructor, and the other students in the class.
- Phones WILL BE turned off or placed on vibrate.
- IF your phone rings during class, you'll be asked to immediately give the class a two (2) minute presentation to the entire class, of the instructor's choice.

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. [SDP&S, Health Sciences Building 2100, Phone: (760) 355-6312]

AJ 106, Principles and Procedures of the Justice System
(Wednesday 6:30-9:40 PM)

Class Schedule:

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| Wed | | Introduction/Syllabus |
| Wed | 01/29/14 | Chapter 1: Historical Development of Law and the Justice System |
| Wed | 02/05/14 | Chapter 2: Search and Seizure |
| Wed | 02/12/14 | Chapter 3: Arrest and Custody ALL STUDENTS – TURN IN OUTLINES FOR TERM PAPERS |
| Wed | 02/19/14 | Test #1 //Chapter 5: The Charging Function Chapter |
| Wed | 02/26/14 | Chapter 4: Initial Appearance//Chapter 6: Place and Time of Trial |
| Wed | 03/05/14 | Test #2 //Chapter 8: Assistance of Counsel |
| Wed | 03/12/14 | Chapter 7: Trial// Chapter 9: Pretrial Motions, Hearings, and Plea Negotiations |
| Wed | 03/19/14 | Test #3 // Chapter 10: Courtroom Evidence |
| Wed | 03/26/14 | Chapter 11: Trial: Roles of Major Participants// Chapter 12: Jury |
| Wed | 04/02/14 | Test# 4 // Chapter 13: Trial Procedure |
| Wed | 04/09/14 | Chapter 14: Instructions and Deliberation of the Jury// Chapter 15: The Verdict and Appeals |
| Wed | 04/16/14 | Test# 5 //Chapter 16: Sentencing |
| Wed | 04/23/14 | Chapter 17: Collateral Proceedings and Writs// Chapter 18: Victims' Rights |
| Wed | 05/07/14 | Test# 6 //Speeches//Review for Final Exam |
| Wed | 05/14/14 | Final Exam **Subject to change as needed by the Instructor |

