

Basic Course Information

Semester:	Spring 2018	Instructor Name:	Benny G Benavidez
Course Title & #:	AJ 106 Principles & Procedures of Justice System	Email:	benny.benavidez@imperial.edu
CRN #:	20685	Webpage (optional):	
Classroom:	3211	Office #:	(760) 355-6280
Class Dates:	02/12/18 to 06/08/18	Office Hours:	TBA
Class Days:	Mon & Wednesday	Office Phone #:	(760)355-6280
Class Times:	11:20-12:45pm	Emergency Contact:	Rhonda Ruiz
Units:	3		

Course Description

An in-depth study of the role and responsibilities of each segment within the Administration of Justice systems: law enforcement, judicial, 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.

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Demonstrate an understanding of the U.S. Constitution and Amendments, especially those pertaining to the Justice System. (ILO1, ILO2, ILO4)
2. Demonstrate an understanding of the U.S. Criminal Justice System, to include: Law Enforcement, Court System, and Correctional System. (ILO1, ILO2, ILO4)
3. Demonstrate and understanding of trial procedure to include: Testimony of Witnesses, Presentation of Evidence, and Presumption of Innocence. (ILO1, ILO2, ILO4)

Course Objectives

Upon satisfactory completion of the course, 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. Recognize the legal requirements associated with the defendant's right to an arraignment; pre-trial motions, et cetera.
4. List the types and appropriate uses of pleas listed in the California Penal Code.
5. Explain the role of the judge, attorneys and other participants in the trial setting.
6. Describe the trial process from motions to the verdict.
7. 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. 8. Explain sentencing history, philosophy and procedures used by the courts. 9. Describe post-trial appeal procedures, remedies and motions made by the trial participants. 10. Identify the different components of corrections and discuss the purpose and procedures of each.

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Imperial Valley College Course Syllabus – Principles and Procedures of the Justice System AJ 106

11. Describe the juvenile justice system; philosophy and procedures.

Textbooks & Other Resources or Links

Procedures in the Justice System, 10/E, Roberson & Wallace, ISBN-10: 0132705842 • ISBN-13: 9780132705844

Course Requirements and Instructional Methods

WEBSITE: pearsonhighered.com: power points, and other material of the book. This is your main textbook for the course. The questions contained in the exams will come from this book so read and study it carefully. This textbook takes an in-depth look at the procedures of justice system.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

Class Activity

Essay

Chapter Tests/Final Exam

Problem Solving Exercise

Quizzes

Written

Assignments Audio

Visual Lecture

Simulation/Case Study

How much you learn in the course, as well as your final grade, depends on the effort you put into the readings and in class assignments. Tests and quizzes may be given on Blackboard or in class at instructor's discretion. No makeup tests, quizzes or in class assignments will be given, unless there are extenuating circumstances at which point the student will provide verifiable documentation. assignments (200pts), four quizzes (50 pts each) and three tests (100 pts each). The final will be worth (200 points). There will be 30 points for class participation and attendance. There are a total of 930 points available. Grades will be assigned on the basis of the following weights:

Textbooks & Other Resources or Links

Course Requirements and Instructional Methods

Course Grading Based on Course Objectives

Imperial Valley College Course Syllabus – Principles and Procedures of the Justice System AJ 106

POSSIBLE POINTS for FINAL GRADE

Participation	30 points
Quiz	200 points
Assignments	200 points
Tests	300 points
Final	200 points

Total 930 points

90 -100 % = A

80 - 89 % = B

70 - 79% = C

60 - 69 % = D

Less than 60% = F

Class assignments may be IN CLASS ASSIGNMENTS or take home and there are no make ups for missed in-class work. Students who are not present for preparation and presentation of the group assignments will receive ½ credit of the possible points upon completion of the assignment. Any missed classwork must be made up within one week of the due date and may be subject to a late penalty of 5 points per day. NO EXCEPTIONS.

Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absence exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!!)].

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- **Plagiarism** is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.
- **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **Canvass Support Site.** The Canvass Support Site provides a variety of support channels available to students 24 hours per day.
- **Learning Services.** There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **Library Services.** There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

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. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- **Student Health Center.** A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care

for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6128 in Room 1536 for more information.

- **[Mental Health Counseling Services](#)**. Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1 02/12	Syllabus & Introduction Chapter 1- Historical Development of Law and The Justice System : Arrest and Custody Assignment	
Week 2 02/19	Chapter 2- Search and Seizure Quiz 1 Ch. 1 & 2 08/29-09/02 Chapter 3:	
Week 3 02/26	Chapter 4: Initial Appearance TEST 1 Ch. 1-3	
Week 4 03/5	Chapter 5: The Charging Function	
Week 5 03/12	Chapter 6: Place and Time of Trial Quiz 2 Ch. 5 – 6	
Week 6 03/19	Chapter 7: Trial Assignment	
Week 7 03/26	Chapter 8: Assistance of Counsel	
Week 8		

Anticipated Class Schedule/Calendar		
Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
04/2 Week 10 04/9	Spring break Chapter 9: Pretrial Motions, Hearings, Plea Negotiations TEST 2 Ch. 5-9	
Week 11 04/16	Chapter 10: Courtroom Evidence	
Week 12 04/23	Chapter 11: Trial: Roles of Major Participants Quiz 3 Ch. 10 & 11	
Week 13 04/30	Chapter 12: Jury	
Week 14 05/7	Chapter 13: Trial Procedure Chapter 14: Instructions and Deliberations of the Jury TEST 3 Ch. 10-13	
Week 15 05/14	Chapter 16: Sentencing Assignment 8	
Week 16 05/21	Chapter 17& 18: Victim's Rights Quiz 4-Ch. 14, 16 and 18	
Week 17 05/28	Review/ presentations	
Week 18 06/4	FINAL: December 8, 2016 (Comprehensive Test) ***Tentative, subject to change without prior notice*** The Instructor reserves the right to make announced modification to this course outline. This may change in case of Emergency.	

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