

IMPERIAL VALLEY COLLEGE

ADMINISTRATION OF JUSTICE

COURSE SYLLABUS

COURSE NO.

AJ 106 (CRN 10589)

COURSE TITLE

Principles and Procedures of the Justice System

INSTRUCTOR

Jesus Serrano Room 203

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TEXTBOOK

Procedures in the Justice System, 10th Ed.; Roberson, Wallace, Stuckey; Pearson Prentice Hall;

TERM

Fall 2012

CLASS TIMES

Friday 11:50 am – 3:00 pm

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 table of court procedure understanding 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, attorneys, and other participants in the trial setting to include the importance court procedure and integrity.
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.
13. Create table of court procedure understanding the different phases of the court system when a crime is being charged.

14. Identify and explain the role of a judge, attorneys, and other participants in the trial setting to include the importance court procedure and integrity

GRADING PROCEDURE:

Total Points: 1000

Tests: Four tests at 100 points each	=400 Points
Final Exam	=100 points
Study Guides: 5 Study Guides at 50 point each	=250 points
Term Paper:	=200 Points
Class attendance and participation in discussion, group participations or activities	=50 points
Total	=1000 Points

A = 1000-900 B=899-800 C = 799-700 D=699-600 F= 599-0

PLEASE NOTE: Assignments are due on the date stated on the syllabus. Late assignments are subject to reduction of points make every effort so that it is turned in. The student will be given a zero for that assignment.

Final Exam

Failure to take an exam will result in a zero for that exam unless prior approval is given by the instructor. Exams will be thirty minutes long and will be given at the start of class. If you are late to class, you will not be given extra time to take the exam. Bring a No. 2 pencil and Scantron form to class on exam days.

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

Term Paper

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 drop 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 08 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 did 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.

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, 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. **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)

08/25/2012	Introduction
08/31/2012	Chapter 1: Historical Development of Law and the Justice System, Chapter 2 Search and Seizure
09/07/2012	Chapter 3: Arrest and Custody Test Review
09/14/2012	Study Guide #1 Due Test #1 (Chapter 1 thru Chapter 3)
09/21/2012	Chapter 4 Initial Appearance Chapter 5 Pretrial Proceeding
09/28/2012	Chapter 6 Place and time of Trial Chapter 7 Trial Test Review
10/05/2012	Study Guide #2 Due Test #2 (Chapter 4 and Chapter 7)
10/12/2012	Chapter 8 Confrontation and Assistance of Counsel Chapter 9 Pretrial Motions, Hearing, and plea negotiations

10/19/2012	Chapter 10 Courtroom Evidence Chapter 11 Trial: Major Participants Test Review
10/26/2012	Study Guide #3 Due Test #3 (Chapter 8 thru Chapter 11)
11/02/2012	Chapter 12 Jury Chapter 13 Trial Procedures
11/09/2012	Chapter 14 Instructions and deliberations Chapter 15 The Verdict and appeals Test Review
11/16/2012	Study Guide #4 Due Test #4 (Chapter 12 thru Chapter 15)
11/23/2012	Thanksgiving Holiday
11/30/2012	Chapter 16 Sentencing Chapter 17 Collateral Proceedings Chapter 18 Victim's rights
12/07/2012	Test Review Final Test (Chapter 16 and Chapter 18) Term Paper Study Guide #5 Due