

## Imperial Valley College Course Syllabus – AJ 106 PRIN & PROC OF THE JUST SYSTEM

### Basic Course Information

Semester	<b>Spring 2015</b>	Instructor Name	<b>Michael W. Capeci</b>
Course Title & #	<b>PRIN &amp; PROC OF THE JUST SYSTEM</b>	Email	<b>michael.capeci@imperial.edu</b>
CRN #	<b>20691</b>	Webpage (optional)	
Room	<b>3202</b>	Office	<b>Room 809</b>
Class Dates	<b>Feb. 17, 2015 - Jun. 12, 2015</b>	Office Hours	<b>By Appointment Only</b>
Class Days	<b>Friday</b>	Office Phone #	<b>Ext.6280</b>
Class Times	<b>08:15- 11:25</b>	Office contact if student will be out or emergency	<b>Email instructor <u>prior</u> to class</b>
Units	<b>3</b>		

### 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 *in limine* 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.
11. Describe the juvenile justice system; philosophy and procedures.

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### Textbooks & Other Resources or Links

Roberson, Cliff and Wallace, Harvey (2012). *Procedures in the Justice System* (10th/e). Prentice Hall.  
ISBN: -978-0132705844

### Course Requirements and Instructional Methods

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

Total Points: 500

Tests: Five tests at 50 points each = 250 points

Newspaper articles, review questions at 10 points each and or word puzzles = 110 points

Class attendance and participation in discussion, group participations or activities = 40 points

Final Exam = 100 points

**A = 450-500**

**B = 400-449**

**C = 350-399**

**D = 300-349**

**F = 0-299**

**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.

### 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 absences 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.
- 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.

### Academic Honesty

- Plagiarism is to take and present 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 correctly 'cite a source', 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, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or 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 School 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) use of a commercial term paper service

### Additional Help – Discretionary Section and Language

- Blackboard support center: [Click Here](#)
- Learning Labs: There are several 'labs' on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Learning Services (library). Please speak to the instructor about labs unique to your specific program
- Library Services: There is more to our library than just books. You have access to tutors in the learning 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 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. We now also have a fulltime mental health counselor. For information [click here](#). The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

### Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online [here](#).

### Information Literacy

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials [here](#).

## Imperial Valley College Course Syllabus – AJ 106 PRIN & PROC OF THE JUST SYSTEM

### Anticipated Class Schedule / Calendar

This is the course schedule. Make sure that you familiarize yourself with the reading assignments, assignments and test. This schedule is a tentative and may change without prior noticed. All assignment and test dates are subject to change.

Date & Week	Activity, Assignment, and/or Topic
WEEK 1 Friday Feb. 20	Introduction Chapter 1: Historical Development of Law and the Justice System
WEEK 2 Friday Feb. 27	Chapter 2: Search and Seizure/Newspaper Article 1 (Related to search and seizure APA format) Chapter 3: Arrest and Custody
WEEK 3 Friday Mar. 6	Test Chapters 1 - 3 / Chapter 2 Newspaper Article 1 due Chapter 4 Initial Appearance Newspaper Article 2- article must relate to criminal arrest or police use of force (APA format)
WEEK 4 Friday Mar. 13	Chapter 5 Pretrial Proceedings Chapter 6 Place and Time of Trial
WEEK 5 Friday Mar. 20	Test Chapters 4 - 6 Chapters 7 Trial / Homework: Newspaper Article 3- article must related to an initial appearance, bail, arraignment, plea, grand jury, indictment, or preliminary hearing.
Week 6 Friday Mar. 27	Chapter 8 Confrontation & Assistance of Counsel Chapter 9 Principles and Procedure Homework Newspaper Article 4- article must be related to Jury Trial (APA format)
WEEK 7 Friday Apr. 3	Test Chapters 7-9 Chapter 10 Courtroom Evidence / Homework: Read Chapter 11, Newspaper Article 5- Article must related to rulings on evidence (APA format)
WEEK 8 Apr. 6 - Apr. 11	Spring Break
WEEK 9 Friday Apr. 17	Chapter 11 Trial: Roles of Major Participants, Newspaper Article 5 due Chapter 12 Jury / do review questions 1-10 / In Class Exercise- Voir dire and Jury Selection
WEEK 10 Friday Apr. 24	Test Chapters 10 – 12 Chapter 13 Trial Procedures
WEEK 11 Friday May 1	Chapter 14 Instructions and Deliberation of the Jury Homework: Chapter 14 Do review questions chapter 14 1-6 Chapter 15 The Verdict and Appeals
WEEK 12 Friday May 8	Test Chapters 13-15 / Chapter 14 review questions due Chapter 16 Sentencing / Homework: chapter 16 review questions 1-10
WEEK 13 Friday May 15	Chapter 17 Collateral Proceedings / Review questions due Chapter 18 Victim's Rights / Homework: do Chapter 18 word puzzle
WEEK 14 Friday May 22	Class Video- Related to court procedures / Chapter 18 word puzzle due Guest Speaker from Law Enforcement Agency / Homework: 2 page paper on video
WEEK 15 Friday May 29	Bailiff and Corrections Presentation To Exposure to the Imperial County District Attorney's Office
WEEK 16 Friday Jun. 5	Guest Speaker from District Attorney's Office Guest Speaker: Defense attorney
WEEK 17 Friday Jun. 12	Review for Final Final Exam