

COURSE APPROVAL DOCUMENT
Southeast Missouri State University

Department: Chemistry and Physics

Course No. FS351

Title of Course: Criminalistics

Date: 11/6/2018

Please check: New
 Revision

I. Catalog Description (Credit Hours of Course): Introduction to evidence collection and techniques used in crime laboratories. Emphasizes scientific and legal requirements for evidence collection and handling. Prerequisites: 5 hours of any natural science course. (3).

II. Prerequisite(s): 5 hours of any natural science course.

Co-requisite(s): None

III. Purposes or Objectives of the Course (optional):

A.

B.

C.

Add additional Objectives as needed

IV. Course Learning Outcomes (Minimum of 3):

Students will be able to:

A. Evaluate a crime scene, utilizing the scientific method for determining the possible solutions to the crime.

B. Identify and properly collect items of potential evidence.

C. Identify the proper forensic analysis to be used to prove or disprove the hypothesis of what happened at the crime scene.

D. Explain the use of physical evidence in presentation during a trial.

E. Identify how the proper or improper collection of the evidence can affect the outcome of the case and the ethics expected of the officer and the forensic scientist.

V. Names of Faculty Qualified to Teach the Proposed Course:

A. Dr. Jim McGill

B. Pam Johnson (Adjunct)

VI. Course Content or Outline (Indicate number of class hours per unit or section):

<u>Class</u>	<u>Topic</u>
3	Introduction
3	Crime Scene Search
3	Crime Scene Photography
3	Crime Scene Sketches
3	Latent Fingerprint Evidence
2	First Exam
4	Trace Evidence
	Vehicle Scene Investigations
4	Biological Fluid Stain
	Sexual Assault Investigations
2	Second Exam
3	Firearms Evidence
3	Impression Evidence
3	Drug and Alcohol Evidence
4	Homicide Scene Investigations
	Crime Scene Reconstruction

- 2 Third Examination
- 3 Oral Presentations

Attach the following:

- copy of example class syllabus and course schedule.
- memo from Library Dean assessing available and needed library holdings and resources.
- memo(s) from Department Chairs in affected departments stating possible issues and/or conflicts are resolved.

Signature: Philip W. Crawford
Chair

Date: 11/14/18

Signature: Bradley Decker
Dean

Date: 11/14/18

**FS351
CRIMINALISTICS
SYLLABUS**

COURSE INFORMATION

Course Number: FS351

Course Title: Criminalistics

Description: Introduction to evidence collection and techniques used in crime laboratories. Emphasizes scientific and legal requirements for evidence collection and handling.

Prerequisites: 5 hours of any natural science course.

Credit Hours: 3

Semester: Spring 2019

Class Meeting Times and Locations: Wednesday 6:00-9:00 P.M.; Rhodes Hall 121

INSTRUCTOR INFORMATION

Instructor: Pamela M. Johnson

Contact Info:

Email: pmjohnson@semo.edu

Office Phone: 570-290-5130 EXT 4508

Office Location: 122 South Ellis St., Cape Girardeau, MO

Office Hours: 7:00 A.M. - 3:00 P.M. Monday-Friday

WHOM TO CONTACT WITH CONCERNS

“Questions, comments or requests regarding this course or program should be taken to your instructor. Unanswered questions or unresolved issues involving this class may be directed to Dr. Jeremy Ball (Criminal Justice) or Dr. Philip Crawford (Chemistry and Physics).”

COURSE LEARNING OUTCOMES

Students will be able to:

1. Evaluate a crime scene, utilizing the scientific method for determining the possible solutions to the crime.
2. Identify and properly collect items of potential evidence.
3. Identify the proper forensic analysis to be used to prove or disprove the hypothesis of what happened at the crime scene.
4. Explain the use of physical evidence in presentation during a trial.
5. Identify how the proper or improper collection of the evidence can affect the outcome of the case and the ethics expected of the officer and the forensic scientist.

ACCESIBILITY STATEMENT

SOUTHEAST MISSOURI STATE UNIVERSITY'S ACCESSIBILITY PLAN

Southeast Missouri State University will take such means as are necessary to insure that no qualified disabled person is denied the benefits of, excluded from participation in, or otherwise subject to discrimination because Southeast Missouri State University's facilities are physically inaccessible to, or unusable by disabled persons. The accessibility standard required by Federal law for 'existing facilities' is that the recipient's program or activities when viewed in its entirety, must be readily accessible to disabled persons.

Southeast Missouri State University may meet this standard through such means as reassignment of classes, or other services to accessible locations, redesign equipment, assignment of aides, alterations of existing facilities, and construction of new accessible facilities. Southeast Missouri State University is not required to make structural changes in existing facilities where other methods are sufficient to comply with the accessibility standard described above.

Because scheduling classes, coordinating accommodations, and arranging housing in accessible facilities may require reasonable advance planning, students with disabilities accepted for admission should identify themselves and their disability within five days of the start of the semester of enrollment and indicate the nature of accommodation needed for their disability. For more information, see the [Disability Support Services](#) page or contact Disability Support Services, room 302, University Center, One University Plaza ms1300, Cape Girardeau, MO 63701; (573)651-2273.

ACADEMIC HONESTY

Policy. Academic honesty is one of the most important qualities influencing the character and vitality of an educational institution. Academic misconduct or dishonesty is inconsistent with membership in an academic community and cannot be accepted. Violations of academic honesty represent a serious breach of discipline and may be considered grounds for disciplinary action, including dismissal from the University.

Academic dishonesty is defined to include those acts which would deceive, cheat, or defraud so as to promote or enhance one's scholastic record. Knowingly or actively assisting any person in the commission of an above-mentioned act is also academic dishonesty.

Students are responsible for upholding the principles of academic honesty in accordance with the "University Statement of Student Rights" found in the Undergraduate or Graduate Bulletin. The University requires that all assignments submitted to faculty members by students be the work of the individual student submitting the work. An exception would be group projects assigned by the instructor. In this situation, the work must be that of the group. Academic dishonesty includes:

Plagiarism. In speaking or writing, plagiarism is the act of passing someone else's work off as one's own. In addition, plagiarism is defined as using the essential style and manner of expression of a source as if it were one's own. If there is any doubt, the student should consult his/her instructor or any manual of term paper or report writing. Violations of academic honesty include:

1. Presenting the exact words of a source without quotation marks;
2. Using another student's computer source code or algorithm or copying a laboratory report; or

3. Presenting information, judgments, ideas, or facts summarized from a source without giving credit.

Cheating. Cheating includes using or relying on the work of someone else in an inappropriate manner. It includes, but is not limited to, those activities where a student:

1. Obtains or attempts to obtain unauthorized knowledge of an examination's contents prior to the time of that examination;
2. Copies another student's work or intentionally allows others to copy assignments, examinations, source codes or designs;
3. Works in a group when she/he has been told to work individually;
4. Uses unauthorized reference material during an examination; or
5. Have someone else take an examination or takes the examination for another.

General Responsibilities for Academic Honesty. It is the University's responsibility to inform both students and faculty of their rights and responsibilities regarding such important matters as cheating and plagiarism. Most of what is considered unethical or dishonest behavior can be avoided if faculty and students clearly understand what constitutes such practices and their consequences. The University community should also be aware of the procedures to be followed should a breach of academic honesty occur.

The faculty member is responsible for clarification to his/her class of those standards of honesty for class assignments or functions where such standards may be unclear or when such standards vary from the accepted norm. Further, some faculty may choose to utilize preventive measures (multiple exams, alternate seating, etc.) to help insure the maintenance of academic honesty.

However, the use of such measures is the prerogative of the individual faculty member and is not a responsibility or requirement of faculty in general.

The fundamental responsibility for the maintenance of honesty standards rests upon the student. It is the student's responsibility to be familiar with the University policy on academic honesty and to uphold standards of academic honesty at all times in all situations.

Protocol for Adjudicating Alleged Violations of Academic Honesty. Faculty members who discover evidence of academic dishonesty should contact the student within five business days of discovering the alleged dishonesty to arrange to meet and discuss the allegation. Prior to this meeting the faculty member may consult with the Department Chairperson, the appropriate Dean, and the Office of Judicial Affairs. The following sections describe the procedures to be adhered to in each of the listed instances: the student acknowledges the violation, the student denies the violation, and the appeals process. If the faculty member is the Department Chairperson, a departmental designee will assume the Department Chairperson's role in this protocol and references to the Department Chairperson should be read as departmental designee. The procedures below should be followed with online, ITV or face-to-face classes.

From Faculty Senate Bill 11-A-16 <http://www.semo.edu/facultysenate/handbook/5d.html>
Code of Student Conduct Academic Dishonesty <http://www.semo.edu/stuconduct/>

CIVILITY AND HARASSMENT

A major determinant of a successful educational experience is a shared sense of respect among and between the students and their instructor. Some of the texts and issues we will discuss may cause disagreements among members of the class. Multiple viewpoints are an essential component of any college course, and disagreeing with someone is fine. However, rude,

disrespectful, aggressive, offensive, harassing, or demeaning behavior —either face-to-face or in an online discussion—toward anyone in the class will not be tolerated; students are expected to abide by the Code of Student Conduct (<http://www6.semo.edu/stuconduct/code.html>). Should a student feel someone has acted inappropriately toward them in class, please speak with the instructor at once so the situation can be addressed. The instructor for the course reserves the right to ask a student to leave the classroom or the online discussion for any inappropriate behavior, and if the situation warrants, may call campus security to remove the offending student from class.

GRADING SCALE AND POLICIES

A - 90%; B - 80%; C - 70%; D - 60%; F - 50% and below	
3 Exams @ 100 points each	300 points
Homework (minimum)	150 points
Position Paper	50 points
Presentation	50 points
Final Exam 2 parts@ 100 points each	200 points
Comprehensive Written Final - Practical Crime Scene Processing	
Total Points	750 points

Homework is expected to be turned in at the next class period after it is assigned. It should be graded and returned 1 week after being received by the instructor. Late homework will be accepted with an explanation of why it is late for up to 1 week after it was due, but may be subject to a reduction in grade.

COURSE-SPECIFIC REQUIRED MATERIALS

Textbook: Introduction Crime Scene Investigation and Reconstruction by Robert R. Ogle, Jr
PowerPoint presentations can be downloaded from Moodle Topics 1-11

FINAL EXAM SCHEDULE

Final Exam Place: Rhodes Hall 121
Final Exam Date: Wednesday, May 10, 2019
Final Exam Time: 6:00 P.M.

COURSE CONTENT

<u>Date</u>	<u>Topic</u>	<u>Reading</u>	<u>Moodle</u>
1-16	Introduction	1-46	Topic 1
1-23	Crime Scene Search	47-73	Topic 2
1-30	Crime Scene Photography	74-101	Topic 3
2-6	Crime Scene Sketches	102-123	Topic 4
2-13	Latent Fingerprint Evidence	124-159	Topic 5
2-20	First Exam		
2-27	Trace Evidence	160-198	Topic 6
	Vehicle Scene Investigations	301-312	
3-6	Biological Fluid Stain	199-219	Topic 7
	Sexual Assault Investigations	313-350	
3-13	Spring Break - No Class		
3-20	Second Exam		

3-27	Firearms Evidence	220-259	Topic 8
4-3	Impression Evidence	260-283	Topic 9
4-10	Drug and Alcohol Evidence Oral Presentations	284-293	Topic 10
4-17	Homicide Scene Investigations Crime Scene Reconstruction	351-370 371-420	Topic 11
4-24	Third Examination		
5-1	Oral Presentations		
5-8	Final Exam		

Oral presentations may be presented on 4-11 and will be completed on 5-2.

Position Paper should be 3-5 pages with no less than 2 references. Potential topics would include an analysis of cases where forensic evidence played a major role in the outcome of the case. The paper could explain how the evidence was handled properly is assisting the outcome of the case or how it was handled improperly and was detrimental to the case. Other possible topics could be to explain the use of some techniques for evidence collection or analysis to assist in the investigation of a crime. This should be original work and not a synopsis of Forensic Files or other programs.

Presentations should be no more than 5 minutes and are usually given on the topic covered in the position paper. The presentation should cover the same case evaluation of the evidence and its handling as the paper does or it may be on a separate topic or case.



SOUTHEAST MISSOURI
STATE UNIVERSITY · 1873

December 7, 2018

To: Dr. Philip Crawford, Chair
Department of Chemistry and Physics

From: Dr. Karl Kunkel, Interim Chair
Department of Criminal Justice, Social Work and Sociology

A handwritten signature in blue ink, appearing to read 'K. Kunkel', positioned to the right of the 'From:' line.

RE: FS351 Criminalistics

The Department of Criminal Justice, Social Work and Sociology supports the proposal to create the FS351 Criminalistics course to be dual-listed along with CJ350 Criminalistics. Criminalistics has been offered as CJ350 for a number of years. However, because it is an elective course for criminal justice majors and a required course for chemistry majors in one of the forensics options, it is taken primarily by the forensics option students from the chemistry program. In addition, this course is taught from a scientific perspective by the director of the crime lab, Pam Johnson. Dual listing this course will better serve majors in both programs. We endorse the proposed revision to this course.