New Course Request

Indiana University

IUSB Campus

Check Appropriate Boxes: Undergraduate credit [X] Graduate credit [ ] Professional credit [ ]

1. School/Division: CLAS/CRIMINAL JUSTICE
2. Academic Subject Code: CJUS

3. Course Number: P320 (must be cleared with University Enrollment Services)
4. Instructor: Seniff

5. Course Title: Foundations of Criminal Investigations
   Recommended Abbreviation (Optional): (Limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Sp/09

7. Credit Hours: Fixed at 3 or Variable from _________ to _________

8. Is this course to be graded S-F (only)? Yes [ ] No [X]

9. Is variable title approval being requested? Yes [ ] No [X]

10. Course description (not to exceed 50 words) for Bulletin publication:

    Pertinent to criminal investigation of physical evidence, people, and documents. Discussion of ethical problems, impact of legal systems on investigative process, and elements of effective testimony. Lectures and case materials.

11. Lecture Contact Hours: Fixed at 3 or Variable from _________ to _________

12. Non-Lecture Contact Hours: Fixed at _________ or Variable from _________ to _________

13. Estimated enrollment: 30 of which 0 percent are expected to be graduate students.

14. Frequency of scheduling: Every third semester

15. Justification for new course: Elimination of SPEA

16. Are the necessary reading materials currently available in the appropriate library? __________

17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: [Signature]
Department Chairman/Division Director
Date 12-17-09

Approved by: [Signature]
Dean/Associate Dean
Date 2/5/18

Dean of Graduate School (when required)
Date __________

Chancellor/Vice-President
Date __________

University Enrollment Services
Date __________

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

 UPS 724
University Enrollment Services Final—White; Chancellor/Vice-President—Blue; School/Division—Yellow; Department/Division—Pink; University Enrollment Services Advance—White
Economics E270, or Mathematics/Psychology K300 or K310.

**P300 Topics in Criminal Justice (3 cr.)** Extensive analysis of selected topics and themes in criminal justice. Topics vary each semester; see listing in the Schedule of Classes. May be repeated for a total of 9 credit hours with different topics.

**P301 Police in Contemporary Society (3 cr.) S&H** Examination of the rules and responsibilities of the police, history of police organizations, relations between police and society, determinants of police action.

**P302 Courts and Criminal Justice (3 cr.) S&H** Structure, organization, composition, functions, and procedures of courts in the United States. Role of lawyers and judges in the criminal justice process.

**P303 Corrections and Criminal Justice (3 cr.) S&H** Historical and comparative survey of prison confinement and the various alternatives within the scope of the criminal justice system's policies and methods of implementation.

**P304 Probation and Parole (3 cr.)** Study of probation, parole, and community corrections as subsystems of criminal justice, including the police, courts, and prisons. Theoretical and historical developments will be considered along with current management and research issues.

**P305 Deviant Images/Deviant Acts (3 cr.) S&H** Examines deviance in relation to criminological theory and historical context. From witchcraft to social construction, this course focuses on ways in which theories explain nonconformity and justify social control.

**P306 Drugs, Society, and Justice (3 cr.) S&H** Analysis of the political, economic, social, and cultural factors that shape the use of consciousness-altering substances. Consideration of the way these factors influence the social and legal response to drug use.

**P320 Foundations of Criminal Investigation (3 cr.)** The pertinence to criminal investigation of physical evidence, people, and documents. Discussion of ethical problems, impact of legal systems on investigative process, and elements of effective testimony. Lectures and case materials.

**P330 Criminal Justice Ethics (3 cr.)** Study of major ethical theories with emphasis on their application to components of the criminal justice system. Personal and professional dilemmas and problem-solving strategies are emphasized.

**P340 Law and Society: The Cross-Cultural Perspective (3 cr.) S&H** Roles of legal institutions and processes in social and cultural systems. Cross-cultural examination of the foundations and contexts of legal forms and content and their relation to social, economic, and political systems and institutions. Analysis of legal impact, legal change, and legal development.

**P360 Psychology, Crime, and Criminal Justice (3 cr.) S&H** The first half of this course examines the roles of psychology in policing, the courtroom, and imprisonment; the concepts of insanity and irresponsibility; and historical and contemporary psychological theories of crime. The second half of the course focuses on different types of offenders, such as juvenile delinquents, psychopaths, sex offenders, female offenders, murderers, and white-collar criminals.

**P370 Legal Aspects of Criminal Justice Systems I (3 cr.) P: P100 or consent of instructor.** Definition of common crimes in the United States and factors involving the application of criminal law as a formal social control mechanism. Behavior-modifying factors that influence criminal liability and problems created when new offenses are defined. I Sem.

**P371 Legal Aspects of Criminal Justice Systems II (3 cr.) P: P100 or consent of instructor.** Fundamental legal problems of criminal justice system processes. Emphasis on pretrial and trial phases of American system procedures. II Sem.
Department of Criminal Justice  
P320 – Foundations of Criminal Investigations  
Spring 2009

Day: Mon. & Wed.  
Time: 2:30–3:45 p.m.  
Room: DW 1260  
Instructor: Richard A. Seniff  
Telephone: Office: 520-4287  
Home: 288-1270  
Email: rseniff@iusb.edu

Office Hours: Monday & Wednesday 8:00 -10:00 a.m. or by appointment

Text: Bennett, Wayne W. and Hess, Karen M., Criminal Investigation. 8th ed.  

Course Overview:  
This course will cover theory of investigation, crime scene procedures, interviews,  
interrogations, surveillances, and sources of information; collection and preservation of  
physical evidence; and investigative techniques in specific crimes.

A variety of methods will be used to cover material, including lecture, class room  
discussion, video, group projects, internet, and guest speakers. Guest speakers will be  
scheduled according to their availability.

Attendance and Participation Policy  
Students are expected to attend all classroom sessions. Class roll will be taken. There are  
no provisions for “excused” or “unexcused” absences in this course. We will follow a no  
fault policy: you are either here or you are not. All absences will be treated the same.

Material presented by guest lecturers may be included on tests. If you are absent, it is up  
to you to find out from another classmate what you missed.

Whether you attend or not, written assignments are due on the designated day without  
exception. If you have to miss class, you may send your assignment with another student  
or leave it in the section office. The following schedule will be used for the attendance  
portion of your grade:

<table>
<thead>
<tr>
<th>Misses</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-1</td>
<td>+10</td>
</tr>
<tr>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>3+</td>
<td>-5 points for each miss</td>
</tr>
</tbody>
</table>

Students are expected to participate in class discussions. To do so, students will need to  
complete weekly reading assignments before each class.
Exams and Quizzes
There will be four scheduled examinations during the semester. These will be multiple choice, true/false, matching, or essay questions. The exams will be based on lecture materials, reading assignments, and class discussions. Point values of the exams will be determined at the time the exams are given. There will be no make-up exams unless prior arrangements have been made.

Quizzes may be given at any time without notice by the instructor. Point value will be determined at the time quizzes are given.

Homework
Homework assignments may be given at the instructor’s discretion. Point value will be determined at the time of the assignment.

All homework assignments will be typed or computer generated with 1 inch margins and double spaced. This is a college course; therefore, papers should be written at the college level. Grammar and spelling will count.

Term Paper/Presentation
Each student will be required to choose a topic or concept presented in the text and submit a research paper on that topic. Topics must have the instructor's approval. The purpose of the paper is to illustrate understanding of course-related material beyond what is described in the text. A minimum of six resources must be listed in your bibliography. A maximum of three of those resources can be from the internet. Others must be from professional journals or publications. Proper form should be used; either MLA or APA format is acceptable. Be sure to cite properly - do not plagiarize. 100 points.

A presentation and summary of the topic will be presented to the class and will be a part of the overall grade. Students may use training aids, i.e. chalkboard, overhead transparencies, etc. to enhance their presentation. Advise the instructor what aids are required prior to your presentation. 50 points

WRITING CENTER
The ability to write well is an essential part of most professions, and is a fundamental requirement for all SPEA courses. You can improve your writing skills by utilizing the IUSB WRITING CENTER. The Center is staffed by experienced writing consultants who will help you develop the skills required to prepare assignments that meet the high standards of SPEA instructors.

ACADEMIC INTEGRITY
Work (tests, homework, papers, etc.) that you do for this course must be your own. Your conduct must conform to the Indiana University Code of Student Rights, Responsibilities and Conduct pages 17-18. This document is also available on the web at http://www.iusb.edu/~stulife Code of Student Rights, Responsibilities and Conduct Section III.
Courtesy
All students will treat others with respect at all times. We may disagree on certain issues and enter into a healthy dialog; however, we must keep an open mind and respect other student’s differing opinions and points of view. Remember to focus on the issue, not the person.

All pagers and cell phones are to be either shut off or put in the vibrate mode. If you need to respond to a call or page, please leave the room so as not to disrupt the rest of the class.

Special Conditions
If a student has a disability that will require special testing or classroom accommodations, please see me during the first weeks of class.

Grading System
There will be four scheduled examinations during the semester. These will be multiple choice, true/false, matching, or essay questions. The exams will be based on lecture materials, reading assignments, and class discussions. Point values of the exams will be determined at the time the exams are given. There will be no make-up exams.

Quizzes may be given at any time without notice by the instructor. Point value will be determined at the time quizzes are given.

Grades will be determined by the percentage of total aggregate points accumulated by each student. Letter grade values are as follows:

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
</tr>
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<tbody>
<tr>
<td>98 – 100</td>
<td>A+</td>
</tr>
<tr>
<td>94 – 97</td>
<td>A</td>
</tr>
<tr>
<td>90 – 93</td>
<td>A-</td>
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<tr>
<td>87 – 89</td>
<td>B+</td>
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<td>84 – 86</td>
<td>B</td>
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<td>80 – 83</td>
<td>B-</td>
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<td>77 – 79</td>
<td>C+</td>
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<td>74 – 76</td>
<td>C</td>
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<tr>
<td>70 – 73</td>
<td>C-</td>
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<tr>
<td>67 – 69</td>
<td>D+</td>
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<tr>
<td>64 – 66</td>
<td>D</td>
</tr>
<tr>
<td>60 – 63</td>
<td>D-</td>
</tr>
<tr>
<td>Under 60</td>
<td>F</td>
</tr>
</tbody>
</table>
# TENTATIVE CLASS SCHEDULE

This class schedule is meant to be a guideline. It is subject to change relative to class dynamics at the instructor’s discretion.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>M 8/28</td>
<td>Introduction and course review</td>
<td>Read Ch. 1</td>
</tr>
<tr>
<td>W 8/30</td>
<td>Ch. 1: Criminal Investigation: An Overview</td>
<td>Read Ch. 2</td>
</tr>
<tr>
<td>M 9/4</td>
<td>NO CLASS -- LABOR DAY</td>
<td></td>
</tr>
<tr>
<td>W 9/6</td>
<td>Ch. 2: Note Taking, Photos &amp; Sketching</td>
<td>Read Ch. 3 &amp; 4</td>
</tr>
<tr>
<td>M 9/11</td>
<td>Ch. 3: Writing Effective Reports</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ch. 4: Searches</td>
<td></td>
</tr>
<tr>
<td>W 9/13</td>
<td>Ch. 4 cont’d</td>
<td>Read Ch. 5</td>
</tr>
<tr>
<td>M 9/18</td>
<td>Ch. 5: Forensics/Physical Evidence</td>
<td>Study for exam #1</td>
</tr>
<tr>
<td>W 9/20</td>
<td>Ch. 5: Cont’d</td>
<td></td>
</tr>
<tr>
<td>M 9/25</td>
<td>Exam #1 (Ch. 1-5)</td>
<td>Read Ch. 6</td>
</tr>
<tr>
<td>W 9/27</td>
<td>Ch. 6: Obtaining Information</td>
<td>Read Ch. 7</td>
</tr>
<tr>
<td>M 10/2</td>
<td>Ch. 7: Identifying and Arresting Suspects</td>
<td></td>
</tr>
<tr>
<td>W 10/4</td>
<td>Ch. 7 cont’d</td>
<td>Read Ch. 8</td>
</tr>
<tr>
<td>M 10/9</td>
<td>Ch. 8: Death Investigations</td>
<td></td>
</tr>
<tr>
<td>W 10/11</td>
<td>Ch. 8 cont’d</td>
<td>Read Ch. 9</td>
</tr>
<tr>
<td>M 10/16</td>
<td>Ch. 9: Assault, Domestic Viol., Stalking, Elder Abuse</td>
<td>Read Ch. 10</td>
</tr>
<tr>
<td>W 10/18</td>
<td>Ch. 10: Sex Offenses</td>
<td>Read Ch. 11</td>
</tr>
<tr>
<td>M 10/23</td>
<td>Ch. 11: Crimes Against Children</td>
<td>Study for exam #2</td>
</tr>
<tr>
<td>W 10/25</td>
<td>Exam #2 (Ch. 6-11)</td>
<td>Read Ch. 12-13</td>
</tr>
<tr>
<td>Date</td>
<td>Topic</td>
<td>Assignment</td>
</tr>
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</tr>
</tbody>
</table>
| M 10/30 | Ch. 12: Robbery  
Ch. 13 Burglary                                      | Read Ch. 14           |
| W 11/1   | Ch. 14: Larceny/Theft, Fraud, White Collar Crime.                    | Read Ch. 15           |
| M 11/6   | Ch. 15: Motor Vehicle Theft                                           | Read Ch. 16           |
| W 11/8   | Ch. 16: Arson, Bombs, and Explosives                                 |                        |
| M 11/13  | Ch. 16 Cont’d                                                       | Read Ch. 17           |
| W 11/15  | Ch. 17: Computer Crimes                                              | Read Ch. 18           |
| M 11/20  | Ch. 17 Cont’d                                                       | Study for Exam #3     |
| W 11/22  | Exam #3 (Ch. 12-17)                                                  |                       |
| M 11/27  | Ch. 18: Drugs and Organized Crime                                    |                       |
| W 11/29  | Ch. 19: Gangs and Other Dangerous Groups                             |                       |
| M 12/4   | Ch. 19 Cont’d                                                       |                       |
| W 12/6   | Ch. 20: Terrorism and Homeland Security                              | Study for Final       |
| M 12/11  | Final Exam                                                          |                       |
STUDENT RESOURCES

The following is a partial list of resources available to you. Please contact your advisor if you have any additional questions or concerns.

ACADEMIC RESOURCE CENTER  520-4193
ALUMNI AFFAIRS  520-4381
BOOKSTORE  520-4312
BURSAR/CASHIER  520-4253
CAREER MANAGEMENT  520-4425
CHILD DEVELOPMENT CENTER  520-4485
COUNSELING CENTER  520-4125
DISABLED STUDENT SERVICES  520-4479
FINANCIAL AID  520-4357
INTERNATIONAL PROGRAGS  520-4419
IT HELP DESK  520-4362
PARKING SERVICES  520-6528
REGISTRAR’S OFFICE  520-4452
SAFETY AND SECURITY  520-4499
STUDENT ACADEMIC SUPPORT SERVICES  520-4135
WRITING CENTER  520-4495
INDIANA UNIVERSITY SOUTH BEND
COMMUNICATION POLICY

The following is the new policy adopted by the Chancellor’s cabinet regarding email communication. If you have any questions regarding the following policy, please contact your advisor.

Indiana University South Bend is pleased to announce that electronic mail (email) is now an official means of communication with students. You will benefit by receiving timely, accurate, and up-to-date communication about matters affecting students including:

- financial aid and scholarships
- registration
- billing notification
- university policy statements
- university services and events
- course requirements
- degree completion and/or graduation
- judicial and administrative actions
- academic calendar

To set up your email account, visit the website, http://itaccounts.iu.edu/ and follow the instructions on the screen. If you encounter any problems in establishing your account, visit the IT Helpdesk in DW 1245.

A student’s failure to receive or read official university communications sent to the student’s official email address does not absolve the student from knowing and complying with the content of the official communication.

It is recommended that students check email messages at least once daily. The university provides a simple mechanism for students to forward email from the official university email address to another email address of the student’s choice. However, students who choose to have email forwarded to another email address do so at their own risk.