**­­­CRCJ 3371: Crime Scene Investigation - Section 001, 25014**

**2019 Spring Semester**

 **MoWe 14:30 - 15:50 (2:30pm–3:50pm)**

**University Hall, Room 08**

**Instructor:** Patricia C. Eddings, M.S.

**Department**: Criminology and Criminal Justice

**Office Location:** University Hall, Room 227

 **Office Phone:** 817-272-9712  **CRCJ Office Phone:** 817-272-0318

 **E-Mail Address**: peddings@uta.edu

 **Office/Conference Hours:**

|  |  |
| --- | --- |
| **Day** | **Time** |
| Mon. |  1:15pm - 2:15pm |
| Tues. |  2:15pm - 4:15pm |
| Wed. |  1:15pm – 2:15pm |
| Thurs. |  2:15pm – 3:15pm  |

 **Faculty Profile:** [http://mentis.uta.edu/explore/profile/patricia-eddings](https://mentis.uta.edu/explore/profile/patricia-eddings)

**Textbook: *Practical Crime Scene Processing and Investigation***, 3rd Edition by Ross Gardner and Donna Krouskup, CRC Press, Taylor and Francis Group, Boca Raton, FL.

ISBN-10: 1138047783| ISBN-13: 978-1138047785

**Course Content:** This course will provide an in-depth study into the principles of crime scene investigation. Aspects of forensic crime scene investigation from receiving the call, arriving at the scene, processing of the scene, evidence collection and safety protocols will be explored from the scientific, procedural and legal perspectives. In addition, the tools, techniques and protocols necessary to perform a systematic and thorough crime scene investigation will be presented.

**Student Learning Outcomes:**

The student will:

1. Developspecific subject knowledge in the area of crime scene investigation.

2. Assess the relationship of crime scene investigation to the legal system.

3. Recognize and evaluate the various types of evidentiary materials which

 should be recovered from a crime scene.

4. Assess the ability of a forensic laboratory to successfully evaluate the evidence

 recovered by a crime scene investigator.

5. Identify and evaluate legal and ethical issues associated with the investigation

 and processing of a crime scene.

6. Evaluate the impact of crime scene investigation to a criminal or civil case.

**Attendance Policy:** At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, regular and punctual attendance is expected and attendance will be recorded routinely. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

**Drop Policy:** Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://wweb.uta.edu/aao/fao/>).

**Evaluation of Academic Performance:** Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels.

 First examination (Part 1 and Part 2)..............................25%

 Second examination........................................................25%

 Third examination (Final)...............................................25%

 Practical exercises (Assignments)...................................25%

 100%

Exams will consist of multiple-choice, true/false and short answer questions. The Final Exam will not be comprehensive.

**Grading Policy**: Grades will be based on the following scale: A = 100 – 90%,

B = 89.99 – 80%, C = 79.99 – 70%, D = 69.99 – 60%, F = below 60%

**Exam Policy:** All exams will be given on Blackboard utilizing the Respondus Lockdown Browser Program which can be downloaded from the following link: <http://www.respondus.com/lockdown/download.php?id=163943837>

For each of the three exams, you will not only need the Respondus Program, but you will also need a webcam on your computer because you will be videoed as you take each exam. In addition, please review and adhere to the information concerning on-line testing under Blackboard Resources "Test Taking Tips" at: <http://www.uta.edu/blackboard/students/test-taking-tips.php>

**Make-up Exam Policy:** All make-up exams will be scheduled at the discretion of the instructor.

**Late Policy:** Students are expected to complete all graded elements by the deadlines provided. Those deadlines will be enforced. Students may **NOT** submit a late exam, quiz, or assignment unless they contact me with proper documentation prior to the deadline, or **within 24 hours in the event of a serious emergency**. Examples include documented personal or immediate-family emergencies in regards to health and well-being, documented military deployment, documented emergency services work, and documented university activities. Please keep in mind that simply missing class, email, or BlackBoard announcements does not delay deadlines. Noncompliance with this policy will result in a zero on the assignment/examination.

**Expectations for Out-of-Class Study**: Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional nine (9) hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

**Grade Grievances**: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Undergraduate Catalog, which is cited here: *In attempting to resolve any student grievances regarding grades, it is the student’s obligation first to make a serious effort to resolve the matter with the individual with whom the grievance originated. Individual course instructors retain primary responsibility for assigning grades. The instructor’s judgment is final unless compelling evidence shows discrimination, preferential treatment or procedural irregularities. If students wish to appeal, their request must be submitted in writing—on an appeal form available in departmental or program offices—to the department chair or program director. The student has one calendar year from the date the grade is assigned to initiate the grievance. The normal academic channels are department chair or program director and then academic dean. However, before considering a grievance, the department chair or program director will refer the issue to a departmental or program committee of faculty. If the student does not find the committee’s decision acceptable, the student may appeal to the academic dean. The decision of the dean is final. Information specific to the procedures to be followed in each academic unit is available in the office of the academic dean.*

*The dean of the college or school in which a student is enrolled, or the Executive Director of University College if the student has not declared a major, has jurisdiction over the student’s program of study, degree requirements and all other academic matters including grievances. However, students taking a course in a college or school other than the one in which they are primarily registered are subject to the dean of the college or school in which the course is offered concerning the course and academic grievances regarding the course.*

**Disability Accommodations:** UTArlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a **letter certified** by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

**The Office for Students with Disabilities, (OSD)** [www.uta.edu/disability](http://www.uta.edu/disability) or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability).

**Counseling and Psychological Services, (CAPS)** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit*[*uta.edu/eos*](http://www.uta.edu/hr/eos/index.php)*.*

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated.*For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Michelle Willbanks, Title IX Coordinator at (817) 272-4585 or titleix@uta.edu

**Academic Integrity:** All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

**Academic Dishonesty:** At UT Arlington, academic dishonesty is completely unacceptable and will not be tolerated in any form, including (but not limited to) “cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts” (UT System Regents’ Rule 50101, §2.2). Suspected violations of academic integrity standards will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at <https://www.uta.edu/conduct/>

**Electronic Communication:** UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

**Campus Carry:** Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

**Student Feedback Survey:** At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** For semester-long courses**,** a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities. Students are encouraged to subscribe to the MavAlert system that will send information in case of an emergency to your cell phones or email accounts. Anyone can subscribe at <https://mavalert.uta.edu/> or <https://mavalert.uta.edu/register.php>

**Active Aggressor Information**: For information concerning appropriate response to a situation such as an active shooter on campus, please see the following link: [police.uta.edu/activeshooter](https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fpolice.uta.edu%2Fcrime-prevention%2Factive-shooter-resources.php&data=02%7C01%7Cpeddings%40uta.edu%7C052d68f17cd34e66c47208d603b6b5a6%7C5cdc5b43d7be4caa8173729e3b0a62d9%7C0%7C0%7C636700480610661048&sdata=nQi2%2BJzW6mO11JiJud%2FM%2FTYMm8BfiVJUbJ9Y8kcMXhY%3D&reserved=0)

**Student Support Services**:UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include [tutoring](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/index.php), [major-based learning centers](http://www.uta.edu/universitycollege/resources/college-based-clinics-labs.php), developmental education, [advising and mentoring](http://www.uta.edu/universitycollege/resources/advising.php), personal counseling, and [federally funded programs](http://www.uta.edu/universitycollege/current/academic-support/mcnair/index.php). For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

**University Tutorial & Supplemental Instruction** (Ransom Hall 205): UTSI offers a variety of academic support services for undergraduate students, including: 60 minute one-on-one [tutoring](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/index.php) sessions, [Start Strong](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/start-strong.php) Freshman tutoring program, and [Supplemental Instruction](http://www.uta.edu/universitycollege/current/academic-support/learning-center/si/index.php). Office hours are Monday-Friday 8:00am-5:00pm. For more information visit [www.uta.edu/utsi](http://www.uta.edu/utsi) or call 817-272-2617.

**The IDEAS Center (**2nd Floor of Central Library) offers **free** tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email IDEAS@uta.edu or call (817) 272-6593.

**The English Writing Center (411LIBR)**: The Writing Center Offers free tutoring in 20-, 40-, or 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Our hours are 9 am to 8 pm Mon.-Thurs., 9 am-3 pm Fri. and Noon-6 pm Sat. and Sun. Register and make appointments online at http://uta.mywconline.com. Classroom Visits, workshops, and specialized services for graduate students are also available. Please see <http://www.uta.edu/owl> for detailed information on all our programs and services.

The Library’s 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library’s hours of operation. <https://library.uta.edu/academic-plaza>

**Student Resources:**

**Library Home Page:**[**library.uta.edu**](http://library.uta.edu/)

**Academic Help:**

Academic Plaza Consultation Services [library.uta.edu/academic-plaza](http://library.uta.edu/academic-plaza)

Ask Us [ask.uta.edu/](http://ask.uta.edu/)

Library Tutorials [library.uta.edu/how-to](http://library.uta.edu/how-to)

Subject and Course Research Guides [libguides.uta.edu](http://libguides.uta.edu/)

Subject Librarians [library.uta.edu/subject-librarians](http://library.uta.edu/subject-librarians)

**CRCJ Librarian:** Andy Herzog amherzog@uta.edu 817-272-7517

Research Coaches <http://libguides.uta.edu/researchcoach>

**Resources:**

A to Z List of Library Databases [libguides.uta.edu/az.php](http://libguides.uta.edu/az.php)

Course Reserves [pulse.uta.edu/vwebv/enterCourseReserve.do](http://pulse.uta.edu/vwebv/enterCourseReserve.do)

FabLab [fablab.uta.edu/](http://fablab.uta.edu/)

Special Collections [library.uta.edu/special-collections](http://library.uta.edu/special-collections)

Study Room Reservations [openroom.uta.edu/](http://openroom.uta.edu/)

**Tentative Schedule Spring 2019**

|  |  |  |
| --- | --- | --- |
| Date | Topic | Textbook Material  |
| 14 January (Monday) | Welcome and Accreditation of Crime Scene Investigators  | www.theiai.org |
| 16 January (Wednesday) | Accreditation of Crime Scene Investigators Introduction to Crime Scene Investigation | Chapter 1 |
| 21 January(Monday) | **Martin Luther King Day Holiday!!** |  |
| 23 January (Wednesday) | Introduction to Crime Scene InvestigationActions of the Initial Responding Officer | Chapter 3 |
| 28 January(Monday) | Actions of the Initial Responding OfficerProcessing Methodology**First Examination – Part 1!!** | Chapter 4International Association for Identification website info and Chapter 1 |
| 30 January(Wednesday) | Assessing the SceneCensus Day | Chapter 5 |
| 04 February(Monday) | Assessing the SceneCrime Scene Photography | Chapter 6 |
| 06 February(Wednesday) | Crime Scene Photography |  |
| 11 February (Monday) | Crime Scene Photography**First Examination – Part 2!!** | Chapters 3 through 6  |
| 13 February(Wednesday) | Crime Scene Sketching and Mapping | Chapter 7 |
| 18 February (Wednesday) | Crime Scene Sketching and Mapping |  |
| 20 February(Wednesday) | Narrative Descriptions: Crime Scene Notes and Reports | Chapter 8 |
| 25 February (Monday) | Basic Skills for Crime Scene Processing: Light Technology | Chapter 9 |
| 27 February(Wednesday) | Basic Skills for Crime Scene Processing: Fingerprint Evidence | Chapter 10 |
| 04 March(Monday) | Basic Skills for Crime Scene Processing: Impression Evidence | Chapter 11 |
| 06 March(Wednesday) | Understanding the Nature of Physical Evidence | Chapter 2  |
| 11 March(Monday) | ***Spring Vacation!!*** |  |
| 13 March(Wednesday) | ***Spring Vacation!!*** |  |
| 18 March(Monday) | Understanding the Nature of Physical Evidence |   |
| 20 March(Wednesday) | Understanding the Nature of Physical Evidence |  |
| 25 March(Monday) | Understanding the Nature of Physical Evidence**Second Examination!!** | Chapters 7 through 11 and Chapter 2 |
| 27 March(Wednesday) | Shooting Scene Documentation and Reconstruction | Chapter 12 |
| 29 March(Friday) | **Last Day to Drop Classes!** | Must submit request to advisor before 4pm! |
| 01 April(Monday) | Shooting Scene Documentation and Reconstruction |  |
| 03 April(Wednesday) | Applying Bloodstain Pattern Analysis in the Crime Scene | Chapter 13 |
| 08 April(Monday) | Applying Bloodstain Pattern Analysis in the Crime Scene |  |
| 10 April(Wednesday) | Special Scene Considerations | Chapter 14 |
| 15 April(Monday) | Special Scene Considerations |  |
| 17 April(Wednesday) | The Body as a Crime Scene | Chapter 15 |
| 22 April(Monday) | The Body as a Crime Scene |  |
| 24 April(Wednesday) | The Role of Crime Scene Analysis and Reconstruction  | Chapter 16 |
| 29 April(Monday) | The Role of Crime Scene Analysis and Reconstruction |  |
| 01 May(Wednesday) | **(Last Day of Class!!)** |  |
|  May 8(Friday) | **Final Examination!!** | Chapters 12through 16 |

*As the instructor for this course, I reserve the right to adjust the above schedule in any way that serves the educational needs of the students enrolled in this course. Each student is responsible for any change announced in class, made through an email and/or Blackboard announcement.*

 *Patricia C. Eddings, M.S.*

**Emergency Phone Numbers:** In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number 817-272-3381