



ADVANCED MEDICAL FORENSICS/ CAPSTONE SYLLABI AND DISCLOSURE

Course Information

Faculty

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Office Hours: 2-3 pm M-Fri.
Lecture: B days, AM (7:40-10am M-Th), 8:30-10 (F) or PM (11:30-1:45 M-Th, 11:30-1:25pm (F) at JATC

Credits

One high school credit

Course Catalog Description

This course covers the importance of locating, collection, and preservation of physical evidence at crime scenes and its use in the criminal justice process. Crime laboratory techniques and services in examination of evidence are included. Students will be involved with project based learning. This may include presentations on the Innocence Project, Psychology of Serial Murderers, and a hands on facial reconstruction activity.

Course Outcomes

By the end of this course:

1. Students will analyze and discuss proper procedures for documenting, locating, collecting and preservation of physical evidence at crime scenes.
 - o Assessment will be conducted through scenario-based exercises, classroom activities, writing assignments, and examination.
2. Students will demonstrate an introductory knowledge of crime laboratory techniques and services in the examination of evidence.
 - o Assessment will be done through participation in classroom/lab activities, practical testing, and written examination.
3. Students will demonstrate proper procedures for the scientific methods used in a crime lab for the analysis of evidence.
 - o Assessment will be done through practical skills testing.
4. Students will demonstrate proper procedures for the methods and skills necessary in the investigation of a crime scene for the identification and preservation of probative evidence.
5. Students will identify varying types of laboratories, their application to the criminal justice system, and understand the use and limitations of forensic equipment and chemical processes.
 - o This knowledge will be assessed through examinations and written assignments.
6. Students will research advances being made in the Forensic Science field and legal issues facing the Forensic Scientist.
 - o Assessment of knowledge gained will occur by grading submitted term paper or presentation.

Teaching Strategies

This class may be taught using a variety of methods, including recorded announcements/lectures, multimedia viewings and reflections, online discussions, etc.

Assigned readings are provided on Canvas. These readings should be completed as the material is covered in lecture. Reading assignments are mandatory. Canvas announcements and discussions serve primarily to review and illuminate text material, therefore you must read your assignments prior to submitting work.

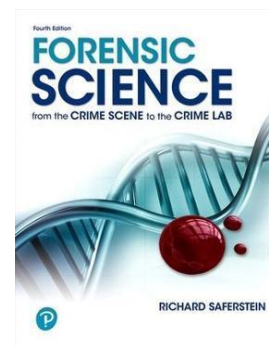
Students may utilize their text as well as any resources linked on Canvas to prepare for and complete weekly assignments.

All assignments, including quizzes/exams, will be posted on Canvas. You must therefore check regularly for updates.

Course Materials

Supplemental Text:

- Saferstein, R. (2019). Forensic Science From the Crime Scene to the Crime Lab (4th ed.). Pearson Education.



Computer Resources

1. Computer with ability to access and utilize Canvas.

Workload Expectations

If you wish to succeed you should plan to spend a minimum of 3.0 hours working on course material each week (includes in class time). Incomplete class assignments become home work.

Assignments and Evaluation Procedures

Reading Assignments

Unless otherwise specifically assigned, reading, and viewing assignments are taken from the resources specified above and will be posted on Canvas. The reading and viewing assignments listed for each class are those which a student must complete *before* completing weekly assignments. Not all of the assigned readings and viewings will be discussed in-depth; however, all assigned readings may be covered on quizzes, exams, or other assessments.

Quizzes

To help ensure that students comprehend course material, they must submit a series of quizzes. These quizzes will help test students' knowledge of each chapter. Quizzes contain both true/false, matching, multiple choice, and/or essay questions. Collectively, the quizzes will count towards 15% of the final grade in the course. Although quizzes are "open-book"—meaning that students may refer to their textbook, the online lectures, articles, and notes while taking the quizzes, they may not confer in any way—electronically, by phone, or in person—with anyone else while completing the assessments.

Class Participation/Discussions

You will be graded on your professionalism and level of engagement and participation in every class discussion. Students are expected to be active participants during the semester as this category accounts for 20% of your course grade. You will regularly be called upon for input on issues relevant to the assigned course material.

Exams

Exams will consist of a mixture of essay, matching, multiple choice, and/or true/false questions. Diagrams, charts, and/or images may also be utilized. Note that exam grades will not be curved.

Writing Assignments

Refer to announcements in class and Canvas throughout the semester for criteria and timelines.

Submitting Assignments

All assignments should be submitted via Canvas by the due date and time indicated on the assignment. For unique circumstances, a penalty of 10% will be deducted for each day the assignment is late past the first week but not accepted into the third week. Each assignment will have a designated place to submit the assignment. Do not submit an assignment via email unless Canvas is down.

Accuracy in spelling, punctuation, grammar, and syntax is also expected of students in this class.

Chapter quizzes must be completed by the due dates and times listed on Canvas as well and may be taken in class to meet this requirement.

Supplies: Students will need the following supplies:

- Pencil, ballpoint pens-blue or black ink

The following supplies will be provided:

- Calculator, laboratory notebook, lab coat*, colored pencils, “Sharpie” brand markers, safety goggles, lab equipment and reagents

* Students may choose to purchase their own lab coats at cost (~\$27.50) from the school.

Attendance: The concepts and skills taught in this class are continually building on previous lessons.

The labs performed are costly and time consuming to prepare. Therefore, daily attendance is important for students to fully learn and understand the principles of biotechnology. Absences also affect the ability of other students to accomplish learning objectives, since students will frequently be working with partners or in groups. Absences and tardies will also affect participation percentage. Students may be required to take a short quiz at the beginning of each period. Only those students who are **ON TIME** will be allowed to participate. Students arriving in class after these times will be marked as tardy and receive a zero. Either a written note from the parent/guardian, or a formal school activity is required for an absence to be excused. Makeup labs and late assignments will only be allowed for excused absences. Excessive absences (three consecutive, or more than four a quarter) and excessive tardies (more than six a quarter) will be discussed with the parent or guardian and then referred to the school administration. Excessive tardies and absences affect participation points and are 20% of the total grade.

Grading: Students grades will be based on points earned from various types of assessments, including: homework assignments, in class assignments, attendance, unannounced written quizzes, laboratory reports, writing assignments, oral presentations, written exams, and a laboratory skills test.

A = 100-93%	B+ = 89-87%	C+ = 79-77%	D+ = 69-67%
A- = 92-90%	B = 86-84%	C = 76-73%	D = 66-63%
	B- = 80-83%	C- = 72-70%	D- = 62-60%
			F=Below 60%

(30% from lab notebook, 30% from quizzes, 20% from homework, 20% from participation)
Students' progress in the course can be viewed through the JATC website www.jatc-wj.org by clicking on the "Skyward" link. An access code is needed for "Skyward" and will be provided to the parent/guardian.

Qualitative Descriptors for Final Course Grades

While grading will be in accordance with the grading guidelines set forth in Jordan School District, the instructor offers the following rubric to assist in the evaluation of the student's progress:

- A: Excellent Performance. Work is exemplary and worthy of emulation by others. Student is in full attendance and constructively contributes to the learning environment.
- B: Above Average. All assignments are complete and exhibit a complete understanding and an ability to apply concepts.
- C: Average Performance. Accomplishes only the minimum requirements. Oral and written communication is at an acceptable level for a graduate student.
- D: Demonstrates understanding at the most rudimentary level. Work is minimally passing.
- E: Unacceptable. Oral and written work consistently falls below degree-appropriate levels. Student fails to use appropriate resources for help (including the Writing Center) when so directed by the professor. Student is consistently late in meeting course expectations. Shows little or no grasp of concepts and is unable to process or relate materials from inside and outside the classroom. Public speaking presentations are routinely marred by significant problems with poise, diction, tact, or convincingness. Student fails to participate appropriately in class. Alternatively, regardless of the quality of a student's work, this grade may be assigned for: (1) failure to comply with the attendance or participation policies for the course; (2) repeated failure to come to class adequately prepared to engage in trial simulation exercises in a meaningful manner; (3) failure to

With these qualitative expectations in mind, the determinative factor for final grades will be the cumulative weighted average earned by a student using the percentages specified. Final grades will then be assigned by translating the weighted average in the course into a letter grade using the plus/minus grading system as defined below:

Course Policies

Note: This section is in alphabetical order by topic.

Academic Integrity

Academic Integrity Expectations and Policies

Academic honesty is expected of all students in all examinations, papers, laboratory work, academic transactions, and records. All submissions by a student are expected to be the original work product of the submitting student. Material that violates this requirement in any way, or that constitutes any form of dishonesty, cheating, fabrication, the facilitation of academic dishonesty, and/or plagiarism, may result in the student receiving sanctions that include, but are not limited to, appropriate grade penalties, course failure, course failure due to academic dishonesty, loss of registration privileges, disqualification, suspension, and dismissal from the university. All students are expected to follow the SLCC Student Code of Conduct.

Avoiding Plagiarism

Some students truly do not understand what plagiarism is, and therefore plagiarize unwittingly or unintentionally. But ignorance is not an excuse for unethical academic conduct. To avoid plagiarism, read the following rules that apply regardless of the citation form or style you may be using:

1. Direct Quotations – Whenever you directly quote someone else, you must provide a citation to the source of the material from which you are quoting. Moreover, you must put the material in quotation marks or otherwise set it off in an indented quote so the reader knows what words are yours and what words are quoted. It is unacceptable to use the words of others and only partially quote the original source. This is true even if you provide citation to the source both in text and in your references section!
2. Paraphrasing/Indirect Quotations – Whenever you indirectly quote someone else (i.e., you paraphrase the work of another), you must provide a citation to the source of the material from which you are paraphrasing. Simply changing the structure of a sentence, or a few words in a sentence so that the sentence you write is not an exact quote from the original source does not mean a citation is not needed. This is because the idea you are expressing is not your own, but rather someone else's.
3. Using Other's Ideas – Even if you compose an entire paragraph of writing in your own words (i.e., neither quoted nor paraphrased), if the idea you are expressing in that paragraph is not your own, original idea, you must provide a citation to the source from which you obtained this idea.
4. Collaborative Work – If you collaborate on any work with someone else and fail to acknowledge that collaboration, you are guilty of plagiarism. If you have received permission from your professor to collaborate on some assignment, be sure that all of the contributor's names appear on the submission.
5. Altering or Revising Another's Work – If you alter or revise the work done by someone and submit that work as your own, you have plagiarized. Similarly, if you allow someone else to alter or revise work that you have done and then allow that person to submit it as his or her own work, you are both guilty of plagiarism. Work that is not entirely your own must be credited by citation, both in text and in your references page.
6. Altering or Revising Your Own Prior Work – You should also be aware that reusing or revising your own work that was prepared for another class or another professor, and not bringing it to the attention of the professor to whom you are submitting the revised work is also academic dishonesty. If, for example, you have two classes that require a term paper, and you can write one paper that meets the requirements of both classes, you may not submit that paper to both professors unless you get permission to do so in advance from both professors. Similarly, if you wrote a paper several semesters ago that can be revised and submitted in satisfaction of a paper requirement for a course in which you are currently enrolled, doing so is academic dishonesty unless you get the advanced permission of your professor to do so. The reason this is dishonest is that it is not an original work prepared in satisfaction for the requirements on the course you are currently taking. Contact your instructor for written approval if you are seeking an exception for unique cases.

Citation Style

Students are required to use the citation style and format of the American Psychological Association (APA).

Copyright

The contents of this course, including lectures and other instructional materials, are copyrighted materials and, therefore, are protected by federal intellectual property law. Any unauthorized copying—including video-recording, audio-recording, and stenographic transcription of class materials—is strictly prohibited. Students may not share any course materials outside the class, including by uploading, selling, or distributing any course content or notes taken during the conduct of the course.

Cell Phone Policy:

Cell phones are expected to be zipped in a case at the beginning of class. Occasionally, students may access them during class break but only when this break time is provided by the instructor. Violations of phones being out in class or being used, will result in the student being sent to the office to surrender their cell phone until the end of class. If it is the second offense, the student's parent will be required to pick up the phone.

Due Dates, Late, or Missed Assignments

Written assignments are to be submitted on the due date by the times specified. Late submissions will be accepted for two weeks for full credit. After the two weeks, very late assignments will be given ½ credit and may not be graded or provide feedback. During the last two weeks of the quarter, no very late work will be accepted.

Email

JATC email (preferred) and Canvas are the official means of communication among students, faculty, and staff. Students are expected to read and act upon messages in a timely fashion. Students bear the responsibility of missed messages and should check their assigned inboxes regularly.

Extra Credit

Please do not ask for extra credit. Although an extra credit assignment may be offered to the whole class for attending a talk or participating in a learning experience beyond those anticipated in this syllabus, no individualized extra credit work will be permitted. Why? Extra credit is unfair to the students who do their work diligently all semester long.

Student Conduct

1. Students are entitled to receive instruction free from interference by other members of the class. An instructor may dismiss a student from the course when the student's behavior disrupts the educational process.
2. Although you are welcome to disagree with the professor or your classmates, everyone is expected to participate respectfully. Students who engage in personal attacks; who use rude, insulting, or disrespectful language; or who engage in other disruptive or threatening behavior may face disciplinary action.
3. Appropriate online behavior (also known as *netiquette*) is defined by the instructor and includes keeping course discussion posts focused on the assigned topics. Students must maintain a cordial atmosphere and use tact in expressing differences of opinion. Inappropriate discussion board posts may be deleted by the instructor.

Classroom Expectations

Students are encouraged to maximize the learning experience offered through this course. Ideal learning takes place in environments where trust, mutual respect and active engagement are valued and observed by all participants. Students are expected to be respectful of the learning environment established by their instructor. No student has the right to be disruptive, disrespectful, or uncivil in

their conduct, including language. Any student who violates said policy may be asked to leave, or may administratively withdrawn by university officials.

Tips for Student Success

1. Check the course daily, to stay in touch with the material and activities.
2. Read announcements and check your messages! This is the only way your instructor can update you on course information.
3. Create a personal organization system to keep track of due dates specified.
4. Communicate regularly with your instructor and peers.
5. Create a study and/or assignment schedule to stay on track. You must be self-motivated to stay on track.
6. Set aside regular times in which you can do your classwork with minimal interruptions or distractions. Avoid multi-tasking while studying.
7. Copy and paste discussion board posts into a text document on your personal computer and save that file before submitting them. Technical glitches, while rare, do happen, and this can prevent lost work.
8. Learn about and use the student resources available to you!

Warning of Course Content

At times, we will be discussing material that may be disturbing—even traumatizing—to some students. This may include strong language (including swear words); graphic descriptions of or extensive discussions of crimes and associated victimization (including suicide, homicide, rape and sexual abuse, kidnapping, violent assaults, and drug abuse); and depiction or discussion of discriminatory attitudes or actions. If you have experienced criminal victimization or some other type of trauma in your past, you should feel free to excuse yourself from the classroom during a discussion that causes you to experience distress. You will, however, be responsible for any material you miss or, alternatively, for an alternate assignment if you are unable to engage with the material. If you ever wish to discuss your personal reactions to this material with me, I welcome such discussion as an appropriate part of our coursework. If you suffer from some form of post-traumatic stress that may be triggered by discussion of material in criminology and criminal justice courses, I encourage you to formulate a plan for treatment with the relevant health advisers to work on preventing unexpected reactions to potentially triggering material.

Keep in mind that some discomfort is inevitable in classes because the goals of higher education include exposing students to new ideas; having students question beliefs they have taken for granted and grapple with ethical problems they have never considered; and, more generally, expanding their horizons so as to become informed and responsible democratic citizens. Thus, you should expect to become exasperated from time to time as you struggle with viewpoints that differ from your own. Even if you have previously experienced some form of trauma or victimization, this course may offer you the benefit of helping to understand behaviors in a manner that allows you to process what may have occurred in your past and move forward in your recovery.

Course Schedule

Syllabus Changes

I view this course syllabus as an educational contract between the students in the course and I. The course schedule is new this year and may be altered from the SLCC schedule. But the possibility exists that unforeseen events will make syllabus changes necessary. I therefore reserve the right to make changes to the syllabus, other than to the attendance and grading policies.

Course Schedule (in process)

Here is an outline of the material we may cover. We may vary from this schedule depending upon the time the teacher feels we need to spend on any topic. Therefore, use this schedule with the caveat that assignments may be changed by the teacher.

Unless otherwise noted, due dates are final. No exceptions will be provided unless written approval by the instructor is provided or as allowed by University policy.

General Class Rules:

- * Come to class prepared each day and do your own work.
- * Only one person speaks at a time during the lecture.
- * Listen carefully and follow directions.
- * Only use proper language.
- * Respect faculty, other students and school property.

Late and Makeup work: All homework and laboratory reports are due when specified. **Late work will be accepted up to one week late for full credit. A 50 % reduced grade will be awarded if two weeks late. No credit if three weeks late.** No credit will be given after 2 weeks.

Lab Safety Contract and other permission/ understanding of JSD policies: to be signed on Jordantech.org

For success in our laboratory, everyone must agree to respect the same laboratory rules, to obtain and use the proper safety equipment, and to take appropriate precautions during a lab activity.

Due to the amount of students that will utilize the biotech lab, there will be other experiments at or around the workstations. Please leave them alone.