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**Basic Course Information**

Semester	<b>FALL 2014</b>	Instructor Name	<b>Jack W. STATON</b>
Course Title & #	<b>Principals &amp; Procedures of the Justice System AJ 106</b>	Email	
CRN #	<b>10116</b>	Webpage (optional)	
Room	<b>3202</b>	Office	<b>None</b>
Class Dates	<b>Aug 18 -Dec 8</b>	Office Hours	<b>None</b>
Class Days	<b>Monday nights</b>	Office Phone #	<b>Dept Office 760 355 6280</b>
Class Times	<b>6:30 pm to 9:40 pm</b>	Office contact if student will be out or emergency	<b>Dept Secretary 760 355 6280</b>
UNITS	<b>3 units</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**

MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

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; pretrial motions,&c
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* (10<sup>th</sup> Edition). Prentice Hall. ISBN: -978-013270584

### 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. WASC has adopted a similar requirement.

The instructor may use lecture, classroom discussion in which each student is expected to contribute, video presentations, classroom group work and group presentations, written assignments, and case studies.

### Course Grading Based on Course Objectives

Your grade will be calculated based on 4 tests or quizzes spaced over the semester as well as a final examination. All tests/quizzes are comprehensive. Pop-quizzes may be used. The dates of the tests depend on class progress and will be communicated to the class generally 2 weeks before the test, except when a pop-quiz is given. You may drop the lowest of your test/quiz grades (but not the final exam) unless the low grade is an F you receive for cheating. Consequently, **NO MAKE-UP TEST OR QUIZ WILL BE GIVEN**. You will also be assigned homework, which must be turned in to me by the beginning of the class period at which the assignment is due. Your ultimate grade will be calculated as follows:

THREE TESTS/QUIZZES = 20% each for 60% of your total grade  
HOME WORK and CLASS PARTICIPATION =10% of your total grade  
FINAL EXAMINATION = 30% of your total grade

Again, **all** tests/quizzes are **comprehensive** and will employ a multiple testing methods, including multiple choice questions, true and false questions, short essay questions, and fill-in-the blank questions.

### 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

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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. Leaving class to take calls and make calls is not acceptable.
- 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.
- Students may not come and go from the classroom during class time. Come to class on time and be prepared to stay for the duration of the class. This is a once-a-week course. Thus, a single night is the equivalent of a week of class. If you leave early you cannot be truly counted as present for the week of class. Roll will be taken at the end of the class period.

### **Academic Honesty**

- Plagiarism is taking and presenting 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 'cite a source' correctly, 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 that 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) using a commercial term paper service.

### **Additional Help – Discretionary Section and Language**

- Individualized help from the professor: If you are having any trouble understanding the course, or completing assignments, the professor is available to provide individualized assistance. Email him at [jack.staton@imperial.edu](mailto:jack.staton@imperial.edu).
- 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 Study Skills Center (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 Study Skills Center, study rooms for small groups, and online access to a wealth of resources.

### Disabled Student Programs and Services (DSPS)

**Required Language:** 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 see <http://www.imperial.edu/students/student-health-center/>. 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 at: [http://www.imperial.edu/index.php?option=com\\_docman&task=doc\\_download&gid=4516&Itemid=762](http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762)

### Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

### Anticipated Class Schedule / Calendar

The instructor will provide a tentative, provisional overview of the readings, assignments, tests, or other activities for the duration of the course. The faculty may find a table format useful for this purpose.

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
08/18/14	Syllabus & Introduction	
08/25/14	History of Justice System & Development of the Law.	Page 1-39
09/01/14	LABOR DAY HOLIDAY NO CLASS	
09/08/14	Search & Seizure; Arrest & Custody	Page 44-990
09/15/14	COMPREHENSIVE TEST 1 start Initial Appearance	Page 194-116
09/22/14	Charging Function & Place and Time of Trial .	Page 119-154
09/29/14	Trial & Right to Counsel	Page 159-200
10/06/14	Pretrial Motions	Page 203-221
10/13/14	COMPREHENSIVE TEST 2 start Evidence-Hearsay Rule	Page 224-228
10/20/14	Evidence	Page 224-244
10/27/14	COMPREHENSIVE TEST 3 start Trial Roles	Page 245-263
11/03/14	Trial Roles and Jury	Page 245-285
11/10/14	Trial Procedures & Jury Instructions	Page 287-328
11/17/14	COMPREHENSIVE TEST 4 & Verdict and Appeals	Page 329-342

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11/24/14	Sentencing & Collateral Attacks	Page 343-376
12/01/14	Victims Rights & Course Review	Page 376-399

12/08/14-----FINAL EXAMINATION