

**INSTRUCTOR**

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Office Hours: Monday & Wednesday, 9:30AM – 10:20AM, Friday 11:30AM – 1 PM or by appointment

COURSE DESCRIPTION

This is an undergraduate-level laboratory course designed to accompany FS 340 the Crime Scene Investigation lecture course. During this course, students will gain practical experience in the various techniques used in processing a crime scene through a series of laboratory exercises and mock crime scenes.

Laboratory and field exercises to provide experience in crime scene search and processing, recognition, collection and preservation of different categories of evidence. Applications of photography to scene documentation. Use of proper personal safety precautions while at crime scene. *Prerequisites: FS 333 or FS 333L. Concurrent registration in FS 340 is required.*

STUDENT LEARNING OBJECTIVES

Each student will finish this class with the ability to:

1. Approach a crime scene safely and methodically
2. Recognize, collect, and preserve different types of physical evidence
3. Document crime scenes completely and accurately
4. Demonstrate the entire sequence of protocols involved in an investigation, from entry to the crime scene until the case is completed

Required Text:

- Gardner, RM. *Practical crime scene processing and investigation*. 2nd ed. Boca Raton: CRC Press; 2012. 498 p. ISBN: 9781439853023

This book is required for the course and reading it is your responsibility. Material from this text will be used for both lecture examination and laboratory purposes.

Recommended Text:

- Fisher, B.A.J., Fisher, D.R., *Techniques of Crime Scene Investigation*, 8th edition, CRC Press; 2012. ISBN 9781439810057

- Saferstein, R., *Criminalistics, An Introduction to Forensic Science*, 9th edition, Pearson; 2007. ISBN-9780132216555

Syllabus is subject to change at the instructor's discretion

- Sullivan, WT., *Crime scene analysis: practical procedures and techniques*. Upper Saddle River: Pearson Prentice Hall; 2007. 327 p. ISBN: 0-13-119131-4

ATTENDANCE:

Students are expected to be in class and to be on time.

EVALUATION OF STUDENT PERFORMANCE

Final grades will be totaled using the following weighting:

Attendance: 10 points = 10%

Lab Exercises: 10 points = 10%

Practical Exam #1: 20 points = 20%

Practical Exam #2: 20 points = 20%

Final Exam: 40 points = 40%

Total: 190 points = 100%

The class will be divide in CSI teams of 4 members

GRADING SCALE:

90 - 100% A

80 - <90% B

70 - <80% C

60 - <70% D

<60% F

Numerical grades containing decimal points **will not** be rounded up during the conversion to letter grades.

KEY POINTS FOR SUCCESS

1. Lab coats, closed-toed shoes, and goggles are required at all times within the laboratory.
2. The maintenance of your personal protective equipment (PPE) is your responsibility. Please inform us immediately if you have issues with your PPE.
3. Attendance and participation is crucial for success in this class and subsequent Forensic Sciences classes.
4. Assigned book chapters must be read before the relevant block.
5. Adhere to the Forensic Sciences Code of Conduct.
6. Check your email and Canvas regularly.

TENTATIVE SCHEDULE

Week	Date	Chapter	Subject	Notes
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/Lab				
1	30 Aug		Syllabus, Laboratory Safety, & Tour of Crime Scene House	
2	6 Sep		<i>Home Assignment #1 (Making Entomology & Fiber-Hair Collection)</i>	No class
3	13 Sep		Characterizing Physical Evidence	
4	20 Sep		Search Methods and Notes	
5	27 Sep		<i>PRACTICAL EXAM #1 [Physical Evidence, Search Methods, Sketch]</i>	
6	4 Oct		Scale Diagram/Photography	
7	11 Oct		Fingerprinting/Latent Print Processing/Photography	
8	18 Oct		Forensic Anthropology /Photography	
9	25 Oct		Impression, Pattern Evidence/Photography	
10	1 Nov		<i>PRACTICAL EXAM #2 [Physical Evidence, Search Methods, Sketch, Fingerprint, Latent Print, Forensic Anthropology, Impression, Pattern Evidence/ Photography/]</i>	
11	8 Nov		Firearms and Shooting/ Photography	
12	15 Nov		Blood Evidence, Bloodstain Pattern Analysis/ Photography	
13	22 Nov		<i>No Class</i>	<i>Thanksgiving</i>
14	29 Nov		Trace Evidence Collection and Alternate Light Source/Photography	
15	6 Dec		<i>Final exam: Crime Scene Investigation</i>	

CRIME SCENE INVESTIGATION KIT:

The class will be divided in CSI Teams and each team is responsible for their equipment. Also it is mandatory for each CSI Team to bring all equipment each week.

The Team Leader is the responsible to have the CSI Kit and check if they need some replacement or refills.

The CSI Kit is composed of photographic camera, flash, tripod, and one box with elements to develop, collect the evidence, personal equipment protection.

ADDITIONAL DIVISIONAL AND UNIVERSITY POLICES

DRESS CODE:

This course is conducted in a laboratory. The following dress code and rules apply while in the lab:

1. Closed-toe shoes or sneakers. NO SANDALS OR SLIPPERS.

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2. Lab coat
3. Safety glasses/gloves when instructed
4. No eating, drinking, or gum chewing

During outdoor and Crime Scene House laboratory exercises, students must abide by the following:

1. Wear closed-toe shoes
2. Hats, sunscreen, and water are suggested for working in the sun
3. There is no eating or drinking within crime scene boundaries, but you may have something to drink outside those boundaries

Any additional requisite safety gear for a particular process or piece of equipment must be worn at all times during the process or while operating the equipment.

FOOD:

No food or beverages are allowed in the laboratory or within the boundaries of the crime scenes.

ADDITIONAL POLICES

Academic Integrity

You are required to sign and follow the Forensic Sciences Code of Conduct. Violation of the Code of Conduct will result in a hearing in front of the Forensic Sciences Ethics Committee. In addition, students are expected to read and abide by the Student Rules of Conduct which are available in your copy of the Student Handbook. Cheating in the form of plagiarism, collusion, deception and will not be tolerated.

Absences

Each unexcused absence will result in:

- 0 points for attendance
- 0 points for Post-Laboratory Assignment

Unexcused absences for two consecutive weeks may result in being withdrawn from the course by the instructor.

A planned, excused absence must be communicated to the instructor at least one week prior to the laboratory. Necessary arrangements will be made to meet student learning objectives.

An unplanned, excused absence must be communicated to the instructor within one week of the missed laboratory. Necessary arrangements will be made to meet student learning objectives.

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Determination of valid excuses for missed classes is at the sole discretion of the instructor.

Laboratory Safety Information

The following guidelines are established to provide instructions in maintaining safety for students, staff, and faculty while using any of the science laboratories at Chaminade University. Students are required to sign a safety contract. In addition to adhering to the safety contract, students are required to follow these two rules:

1. Lab coats, closed-toed shoes, and goggles are required at all times within the laboratory.
2. The maintenance of your personal protective equipment (PPE) is your responsibility. Please inform us immediately if you have issues with your PPE.

The Division of Natural Sciences and Mathematics (NSM), along with the University Environmental Safety Office are responsible for enforcing the regulations set forth in the current Student Handbook. Queries should be addressed to: Dean of Natural Sciences and Mathematics (808) 440-4204; Environmental Safety Officer (808) 739-4811

ADAA Statement

Pursuant to several federal and state laws, including the Americans with Disabilities Act of 1990, as amended by the ADA Amendments Act of 2008, and Section 504 of the Rehabilitation Act of 1973, all qualified students with disabilities are protected from discrimination on basis of disability and are eligible for reasonable accommodations or modifications in the academic environment to enable them to enjoy equal access to academic programs, services, or activities. If a student would like to determine if they meet the criteria for accommodations, they should contact the Counseling Center at 808-735-4845 for further information.

Policy on Communication

The University provides a Chaminade email address for all students. Official Chaminade communications will be sent to the students' Chaminade email address and instructors will use this email to communicate with students. It is the responsibility of the student to check their email frequently. Report email-related problems to the Helpdesk at 808-735-4855 or helpdesk@chaminade.edu.

Title IX Declaration

Chaminade University of Honolulu recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator. Should you want to speak to a

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confidential source you may contact the Chaminade Counseling Center at (808) 735-4845.

Electronic Devices

Use of music devices is prohibited during all Natural Science and Mathematics classes at Chaminade, unless specifically permitted by your instructor. Use of music devices in laboratories is a safety issue. In addition, use of music devices in any class is discourteous and may lead to suspicion of academic misconduct. Students who cannot comply with this rule will be asked to leave class and may be subject to laboratory safety violation fines. You will be asked to leave class and marked absent if you do not comply. This will negatively affect your grade. Please refer any questions to the Dean of Natural Sciences and Mathematics.

The instructor may modify elements of this syllabus according to the operational needs of the class.

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