



**Crime Scene Investigation
FS 340
Syllabus – Spring 2021**



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Contact: adam.orimoto@chaminade.edu

Time: Online

Room: Online

Office Hours: will be sent out as email invitations in **Zoom** and can be attended on a drop-in basis.

Email is the best way to contact me. I will do my best to respond to all student emails by the next school day in most cases. Typically, this will be within 24 hours, but response time may be longer for emails sent during the evening or weekend. You can also come see me during my laboratory section on Wednesday's from 1730 – 2030.

COURSE DESCRIPTION

This is an undergraduate course designed to encompass all aspects of crime scene investigation. It must be taken concurrently with FS 340L, the Crime Scene Investigation Laboratory course. Prerequisites: FS 333 or FS 333L.

Introduction to techniques of crime scene investigation. Emphasis will be on search techniques, scene diagramming, photography, proper documentation, recover and preservation of different categories of evidence. Aspects of chain of custody of materials collected and other problems related to admissibility of evidence will be discussed.

Prerequisites: EN-102, COM-101, FS 333 and FS 333L. Concurrent registration in FS 340L is required.

This class is entirely online. All lectures, assignments, and exams will be administered via the Canvas website. Please be sure to check the website regularly for posted lectures, assignments, and class updates.

TECHNICAL ASSISTANCE FOR CANVAS USERS

- Search for help on specific topics or get tips in [Canvas student](#)
- [Live Chat with Canvas Support for Students](#)
- Canvas support hotline for students +1-833-209-6111
- Watch this [video to get you started](#)
- [Online tutorials](#): click on "Students" to access tutorials
- Contact that Chaminade IT Helpdesk for technical issues: helpdesk@chaminade.edu or call (808)735-4855

MARIANIST VALUES

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity to reflect upon the role of these characteristics in your education and development:

1. Education for formation in faith
2. Provide an integral, quality education
3. Educate in family spirit
4. Educate for service, justice and peace
5. Educate for adaptation in change

NATIVE HAWAIIAN VALUES

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the ‘Olelo No’eau (Hawaiian proverbs) and Marianist core beliefs:

1. Educate for Formation in Faith (Mana) E ola au i ke akua (‘Olelo No’eau 364) May I live by God
2. Provide an Integral, Quality Education (Na’auao) Lawe i ka ma‘alea a kū‘ono‘ono (‘Olelo No’eau 1957) Acquire skill and make it deep
3. Educate in Family Spirit (‘Ohana) ‘Ike aku, ‘ike mai, kōkua aku kōkua mai; pela iho la ka nohana ‘ohana (‘Olelo No’eau 1200) Recognize others, be recognized, help others, be helped; such is a family relationship
4. Educate for Service, Justice and Peace (Aloha) Ka lama kū o ka no’eau (‘Olelo No’eau 1430) Education is the standing torch of wisdom
5. Educate for Adaptation and Change (Aina) ‘A‘ohe pau ka ‘ike i ka hālau ho‘okahi (‘Olelo No’eau 203) All knowledge is not taught in the same school

PROGRAM LEARNING OUTCOMES

Upon completion of the program, students will have the ability to:

1. Apply the scientific method in an adaptive and mindful manner;
2. Use techniques for recognition, documentation, analysis, and interpretation of physical evidence;
3. Implement quality assurance programs, incorporating ethics and professional practice, to act as stewards of justice and peace throughout the broader community; and
4. Communicate disciplinary knowledge to diverse audiences.

COURSE LEARNING OUTCOMES AND LINKAGE TO PROGRAM LEARNING OUTCOMES

Course Learning Outcomes	PLO 1	PLO 2	PLO 3	PLO 4
1. Demonstrate practical techniques from various disciplines.	X	X		
2. Identify, collect, and preserve different types of physical evidence.	X	X	X	
3. Document crime scenes completely and accurately	X	X	X	
4. Demonstrate the entire sequence of protocols involved in an investigation from entry to the crime scene until the case is completed	X			X

REQUIRED TEXT

- Gardner, Ross M., and Donna Krouskup. Practical Crime Scene Processing and Investigation. 3rd ed. Boca Raton: CRC Press, 2018. ISBN:9781138047785

CLASS PARTICIPATION

Students will be required to participate in the discussion boards on the canvas website (when applicable). Posts will be due by 11:59 pm Friday evenings of that week, and responses (when applicable) are due by 11:59 pm Sunday of that week, unless otherwise specified. Late posts and responses will be scored at 70% credit, and one additional point will be deducted every subsequent day it is late.

WRITING POLICY

All written products should follow instructions as noted in the assignments tab on Canvas

EVALUATION OF STUDENT PERFORMANCE

Final grades for the lecture course will be totaled on a straight point system

Discussion Posts and Responses (100 pts)

Midterm Exam 1 (100 pts)

Midterm Exam 2 (100 pts)

Final Exam (200 pts)

Total Points: 500 pts

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

GRADES OF “INCOMPLETE”

Students and instructors may negotiate an incomplete grade when there are specific justifying circumstances. An Incomplete Contract (available from the Divisional Secretary and the Portal) must be completed. When submitting a grade, the “I” will be accompanied by the alternative grade that will automatically be assigned after 90 days. These include IB, IC, ID, and IF. If only an “I” is submitted, the default grade is F. The completion of the work, evaluation, and reporting of the final grade is due within 90 days after the end of the semester or term. This limit may not be extended.

LATE WORK

Any assignments submitted *AFTER* the due date is considered *LATE*.

Late assignments may receive up to 70% of its original value, with one point subtracted for each additional day late.

Late assignments due to extenuating circumstances will be accepted on a case-by-case basis determined by the instructor (see Attendance Policy section).

DISCUSSION BOARD ETIQUETTE

Remember to be respectful of each other’s points of view and beliefs. No bullying or harassing comments. I will do my best to monitor the discussion board posts, but I may not see things immediately. If you feel someone is being disrespectful and I have not addressed it in the discussion boards, email me a screenshot of the comment or post and I will address it.

Continual bullying/harassing may result in:

- Removal from the class
- A failing grade
- Further disciplinary action by the University

TEANTATIVE SCHEDULE

Week	Date	Subject	Chapters
1	1 Feb – 7 Feb	Class Introduction & Syllabus	
2	8 Feb – 14 Feb	Introduction to Crime Scene Investigation, Physical Evidence	1-3
3	*15 Feb – 21 Feb	Assessing Scene & Search Methods	4
4	22 Feb – 28 Feb	Initial Observations, Notes, and Crime Scene Sketches	5

5	1 Mar – 7 Mar	Photography	6
6	8 Mar – 14 Mar	Midterm Exam 1	
7	15 Mar – 21 Mar	Biological Evidence, Light Technology	2,9,12,13
8	*22 Mar – 28 Mar	Firearms Evidence	
9	*29 Mar – 4 Apr	Fingerprints and Impression Evidence	10,11
10	5 Apr – 11 Apr	Midterm Exam 2	
11	12 Apr – 18 Apr	The Body at the Scene, Forensic Anthropology, Forensic Entomology, Fire Scenes	14,15
12	19 Apr – 25 Apr	Crime Scene Analysis and Reconstruction, Bloodstain Pattern Analysis	16
13	26 Apr – 2 May	Evidence Post Crime Scene – Lab Work/Courtroom Testimony	NA
14	3 May – 6 May	Final Exam	

*Dates of interest:

15 February – President’s Day

26 March – Prince Kuhio Day

2 April – Good Friday

ATTENDANCE POLICY

The following attendance policy is from the 2019-2020 Academic Catalog (p. 54-55). Faculty members should also check with their divisions for division-specific guidelines.

Students are expected to attend regularly all courses for which they are registered. Student should notify their instructors when illness or other extenuating circumstances prevents them from attending class and make arrangements to complete missed assignments. Notification may be done by emailing the instructor’s Chaminade email address, calling the instructor’s campus extension, or by leaving a message with the instructor’s division office. It is the instructor’s prerogative to modify deadlines of course requirements accordingly. Any student who stops attending a course without officially withdrawing may receive a failing grade.

Unexcused absences equivalent to more than a week of classes may lead to a grade reduction for the course. Any unexcused absence of two consecutive weeks or more may result in being withdrawn from the course by the instructor, although the instructor is not required to withdraw students in that scenario. Repeated absences put students at risk of failing grades.

Students with disabilities who have obtained accommodations from the Chaminade University of Honolulu ADA Coordinator may be considered for an exception when the accommodation does not materially alter the attainment of the learning outcomes.

Federal regulations require continued attendance for continuing payment of financial aid. When illness or personal reasons necessitate continued absence, the student should communicate first with the instructor to review the options. Anyone who stops attending a course without official withdrawal may receive a failing grade or be withdrawn by the instructor at the instructor's discretion.

ADDITIONAL POLICIES

Academic Conduct Policy

From the 2019-2020 Undergraduate Academic Catalog (p. 39):

Any community must have a set of rules and standards of conduct by which it operates. At Chaminade, these standards are outlined so as to reflect both the Catholic, Marianist values of the institution and to honor and respect students as responsible adults. All alleged violations of the community standards are handled through an established student conduct process, outlined in the Student Handbook, and operated within the guidelines set to honor both students' rights and campus values.

Students should conduct themselves in a manner that reflects the ideals of the University. This includes knowing and respecting the intent of rules, regulations, and/or policies presented in the Student Handbook, and realizing that students are subject to the University's jurisdiction from the time of their admission until their enrollment has been formally terminated. Please refer to the Student Handbook for more details. A copy of the Student Handbook is available on the Chaminade website. See the current Undergraduate Academic Catalog and the Student Handbook available from Student Affairs.

Credit Hour Policy

The unit of semester credit is defined as university-level credit that is awarded for the completion of coursework. One credit hour reflects the amount of work represented in the intended learning outcomes and verified by evidence of student achievement for those learning outcomes. Each credit hour earned at Chaminade University should result in 37.5 hours of engagement. For example, in a one credit hour traditional face to face course, students spend 50 minutes in class per week for 15 weeks, resulting in a minimum of 12.5 instructional hours for the semester. Students are expected to engage in reading and other assignments outside of class for at least 2 additional hours per week, which equals an additional 25 hours. These two sums result in total student engagement time of 37.5 hours for the course, the total engagement time expected for each one credit course at Chaminade.

The minimum 37.5 hours of engagement per credit hour can be satisfied in fully online, internship, or other specialized courses through several means, including (a) regular online instruction or interaction with the faculty member and fellow students and (b) academic engagement through extensive reading, research, online discussion, online quizzes or exams; instruction, collaborative group work, internships, laboratory work, practica, studio work, and preparation of papers, presentations, or other forms of assessment. This policy is in accordance with federal regulations and regional accrediting agencies.

Tutoring and Writing Services

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua ‘Ike: Center for Student Learning in a variety of subjects (including, but are not limited to: biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check Kōkua ‘Ike’s website (<https://chaminade.edu/advising/kokua-ike/>) for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via TutorMe. Tutor Me can be accessed 24/7 from your Canvas account. Simply click Account – Notifications – TutorMe. For more information, please contact Kōkua ‘Ike at tutoring@chaminade.edu or 808-739-8305.

Disability Access

If you need individual accommodations to meet course outcomes because of a documented disability, please speak with me to discuss your needs as soon as possible so that we can ensure your full participation in class and fair assessment of your work. Students with special needs who meet criteria for the Americans with Disabilities Act (ADA) provisions must provide written documentation of the need for accommodations from the Counseling Center by the end of week three of the class, in order for instructors to plan accordingly. If a student would like to determine if they meet the criteria for accommodations, they should contact the Kōkua ‘Ike Coordinator at (808) 739-8305 for further information (ada@chaminade.edu).

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 check their email frequently. Report email-related problems to the Help Desk 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. If you or someone you know has been harassed or assaulted, you can find the appropriate resources by visiting Campus Ministry, the Dean of Students Office, the Counseling Center, or the Office for Compliance and Personnel Services. Should you want to speak to a confidential source you may contact the Chaminade Counseling Center at (808) 735-4845 or counselingcenter@chaminade.edu.

Disclaimer

The instructor reserves the right to make modifications to this information throughout the semester.