



Crime Scene Investigation Laboratory
FS 340 L
Syllabus – Spring 2021



Instructor: Adam Orimoto, M.S.

Adjunct Professor of Forensic Sciences

Contact: adam.orimoto@chaminade.edu

(808)227-7216

Time: Wednesdays 1730 – 2030

Room: Henry Lab 6/Crime Scene House

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.

COURSE DESCRIPTION

This is an undergraduate-level laboratory course designed to accompany the Crime Scene Investigation FS 340 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 provide experience in crime scene search and processing, recognition, collection and preservation of different categories of evidence. Applications of photography are also used for scene documentation. Use of proper personal safety precautions while at a crime scene.

Prerequisites: FS 333, FS 333L. Current registration is FS 340 is required.

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 (‘Ōlelo 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 (‘Ōlelo 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 (‘Ōlelo 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 (‘Ōlelo 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 (‘Ōlelo 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 MEETINGS

Canvas

Canvas will serve as the repository for university documents and your grade, which will be updated regularly. Canvas will also be used for class notifications, so be sure to check the Canvas class site regularly. In the event a student wishes to switch to online/remote learning, Canvas will serve as the hub

for all lab assignments given. Assignments for the week will be posted on Wednesdays and due before the following class.

Class Meetings

Classes will be held in Henry Hall Lab 6, or the Crime Scene House as scheduled. Please ensure you check your Canvas calendar to see where lab will be taking place.

Crime Scene Kit

The class will be divided into CSI teams. Each team will be responsible for their own equipment. It is mandatory for each team to bring all of their equipment each week. The team leader is responsible for having the kit at each class meeting, and notifying the instructor for replacements and/or refills of kit supplies. The CSI kit is comprised of:

- A photographic camera
- Flash
- Tripod
- One box of elements for development and collection of the evidence
- Personal protective equipment (PPE)

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

EVALUATION OF STUDENT PERFORMANCE

Attendance: 130 pts (10 pts each lab)

Lab Exercises and Team Reports: 100 pts (10 pts each)

Practical Exam #1: 25 pts

Final Exam: 25 pts

Final Case File: 30 pts

Total: 310 pts

The class will be divided into CSI teams

GRADING SCALE

90 - 100%	A
80 - <90%	B
70 - <80%	C
60 - <70%	D
<60%	F

KEY POINTS FOR SUCCESS

1. Lab coats, closed-toed shoes, goggles, and facemasks 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 Science classes.
4. Assigned book chapters should be read before the relevant block.
5. Adhere to the Forensic Sciences Code of Conduct.
6. Check your email and Canvas regularly.

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).

TENTATIVE SCHEDULE

<i>Week/Lab</i>	<i>Wed Section</i>	<i>Subject</i>	<i>Notes</i>
1	3 February	Syllabus, Laboratory Safety, & Tour of Crime Scene House, delivery of CSI equipment	Lab 6
2	10 February	Characterizing Physical Evidence	
3	17 February	Search Methods and Notes	
4	24 February	Photography and Diagramming	
5	3 March	Photography and Diagram	

6	12 March	PRACTICAL EXAM #1 [Physical Evidence, Search Methods, Sketch]	
7	17 March	Fingerprint and Impression Evidence	
8	24 March	Blood Evidence and Bloodstain Documentation	
9	31 March	Photography (Special circumstances)	
10	7 April	Shooting Scene Reconstruction, Firearms, and Working with Subjects	
11	14 April	FINAL EXAM: Documentation [Photographs, Diagram, Notes] and Collection of Physical Evidence]	
12	21 April	Work Period: Compiling Final Exam Case File	Lab 6
13	28 April	Lecture/Presentation on Expert Witness Testimony	Lab 6

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.**
2. Lab coat
3. Tyvek Suit
4. Safety glasses/gloves when instructed
5. 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.

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

ADDITIONAL POLICIES

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 Tutor 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.

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.

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.

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.

Imagen Release Statement

The student understands and agrees to allow my name, photography, story and video/audio to be used in any number of marketing purposes and communication vehicles for the promotion of the Forensic Sciences Unit of Chaminade University of Honolulu. This may include, but is not limited to, magazine articles, web features, national and regional advertising on TV, online, radio, newspapers, magazines, outdoor properties, and specialized microsites.

The student hereby authorizes the Forensic Sciences Unit of Chaminade University of Honolulu and those acting on its behalf to:

- Record my image, likeness, and/or voice on a photographic, video, audio, digital, electronic, or any other medium;
- Use, reproduce, modify, exhibit, and/or distribute any such recording in any medium for any purpose that the Forensic Sciences Unit of Chaminade University of Honolulu may deem appropriate, including promotional or advertising efforts with no compensation to me; and
- Use my name in connection with any such recordings or uses.

The student understands that they shall have no right to inspect or approve any such recordings and uses, and that they shall remain the property of the Forensic Sciences Unit of Chaminade University of Honolulu. The student releases the Forensic Sciences Unit of Chaminade University of Honolulu and those acting pursuant to its authority from liability for any violation of any personal proprietary right I may have in connection with all such recordings and uses.

If the student does not agree with this imagen release statement, he/she needs to contact that instructor during the first week of classes.

Disclaimer

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