

# Skyline College

## Official Course Outline

**Date:** August 2008

**1. TITLE:**

**ADMJ 102 – Principles and Procedures of Justice**

3.0 units. Three lecture hours per week

Recommended: Eligibility for ENGL 836

**2. COURSE CLASSIFICATION:**

Credit course applicable to the Associate Degree, and to the Criminal Justice Certificate

**3. COURSE DESCRIPTIONS:**

**Catalog Description:**

The role and responsibilities of each segment within the administration of justice system: law enforcement, judicial, and corrections. Procedures in each sub-system and how they relate to one another. May include field research.

**Schedule of Classes Description:**

The role and responsibility of each segment within the justice system: enforcement, courts, and corrections.

**4. COURSE JUSTIFICATION:**

This is a transfer course to fulfill General Education requirements of the Associate Degree (F3), and is transferable as follows: CSU. This course is a required course in the Administration of Justice Program curriculum for students seeking a Criminal Justice Certificate.

**5. STUDENT LEARNING OUTCOMES (SLO'S):**

Upon successful completion of the course, students will be able to:

- Demonstrate their knowledge of the fundamental aspects of the justice system, to include its history, the development of law, legal principles and procedures, and the process of American criminal jurisprudence as it relates to constitutional, statutory, civil, and case law provisions.
- Compare, contrast, and discuss various legal and procedural aspects of American criminal jurisprudence, from initial contact to the courtroom, including arrest and detention, search and seizure, trial and pre-trial proceedings, courtroom evidence, warrants, verdicts, appeals, and participants' roles during trials.
- Apply knowledge to describe, analyze, and assess the roles, functions, and effectiveness of the federal and state court systems which are responsible for dispensing justice and ensuring equal protection and due process rights for all Americans.

**6. SPECIFIC INSTRUCTIONAL OBJECTIVES:**

To assist students in reaching the goals outlined in the course SLO's, this course will include:

- Study of the historical development of law and the American criminal justice system.
- Exploration of the Bill of Rights and specifically those provisions that pertain to the fundamental rights and protections afforded persons accused in criminal matters.

- Analysis of the structure, roles, and responsibilities of the state and federal court systems.
- Discussion of the 4<sup>th</sup> Amendment and its provisions relating to arrests, searches and seizures.
- Inspection of judicial process and procedures, from defendant's initial contact to the courtroom.
- Examination and evaluation of the role of courtroom evidence in justice and the judicial process.

## **7. COURSE CONTENT:**

- Historical Development of Law and the Justice System
- Search and Seizure
- Arrest and Custody
- Initial Appearance
- Pretrial Proceedings
- Place and Time of Trial
- Confrontation by Witnesses, and Assistance of Counsel
- Pretrial Motions, Hearings, and Plea Negotiations
- Courtroom Evidence
- Roles of Major Participants at Trial
- Juries
- Trial Procedure
- Instructions and Deliberation of the Jury
- Verdicts and Appeals
- Sentencing
- Collateral Proceedings
- Victim's Rights

## **8. REPRESENTATIVE METHODS OF INSTRUCTION:**

Methods of instruction will include:

- Lectures on course lessons, text readings (25-50 pages assigned per week), and related topics, combined with class discussions to stimulate critical thinking and provide students with opportunities to demonstrate understanding of course material. Students are expected to take notes and engage in class and group discussions to maximize retention of the course material.
- Reviews of course related handouts, articles, illustrations, and current events to enhance the students' experience by exploring and applying material to a contemporary real-world setting.
- Audiovisual presentations which illustrate and enhance the concepts of topics covered in class.
- Tests, quizzes, research papers, and writing assignments to demonstrate comprehension of the course material through hands-on applications and written examinations.

Methods of instruction may also be augmented by:

- Practical demonstrations, displays, and in-class role-playing exercises, as applicable to the topic.
- Student interviews of criminal justice professionals and preparing a written report on the results.
- Guest speakers with expertise in various areas of criminal justice, to provide diverse and unique perspectives on a variety of controversial issues in their field.
- Field trips to law enforcement and other criminal justice agencies, courts, jails, and prisons.

- Individual student consultations, as necessary, to ensure that student learning is taking place.
- Practical work experience such as ride-alongs or other applicable site work to enhance learning.

## 9. ASSIGNMENTS:

Typical assignments:

- Research and Writing or Oral assignments about course related topics which demonstrate student knowledge, comprehension, and application skills, may include:
  - term papers, short papers, research papers, essay papers, and oral presentation reports.
  - reports on field interviews, site visits, observations, work performed, or film critiques.
- Case Study assignments to develop critical thinking and concept application, may include:
  - reviewing and critiquing Supreme Court, appellate court, and trial court cases.
  - responding to the questions, scenarios, or case studies included in text chapters.
- Tests and Quizzes, consisting of the written, oral, and/or practical application variety to assess comprehension of assigned readings, course content, and other related course activities.

## 10. EVALUATION OF STUDENT PERFORMANCE:

Typical methods of evaluation of student performance may include the following:

- Written examinations, such as quizzes, midterm exams, and final exams to demonstrate student understanding and proficiency skills concerning the material presented in the course.
- In-class and out of class assignments to demonstrate student ability to apply course concepts to assigned tasks utilizing comprehension, application, analysis, and critical thinking skills.
- Case study exercises to demonstrate student ability to integrate multiple concepts to solve realistic situations.
- Class discussions of course material to permit the exchange of ideas involving a variety of course related issues and concerns.
- Attendance and promptness, class citizenship and conduct, and participation and cooperation.
- Grading Method: Letter Grade.

## 11. RECOMMENDED or REQUIRED TEXT(S):

The recommended or required course textbook, selected at the discretion of the course instructor, may include (but is not limited to) the following suggested current editions on the subject matter:

- *Procedures in the Justice System*, by Cliff Roberson, Harvey Wallace, and Gilbert Stuckey; published by Pearson Prentice Hall.
- *Criminal Procedure – From First Contact to Appeal*, by John L. Worrall; published by Pearson.
- *Criminal Procedure - For the Criminal Justice Professional*, by John N. Ferdico, Henry F. Fradella, and Christopher D. Totten; published by Wadsworth Cengage Learning.

- *Criminal Procedure – Law and Practice*, by Rolando V. Del Carmen; published by Thompson-Wadsworth.
- *Criminal Law and Procedure*, by Daniel E. Hall; published by Thompson-Delmar Learning.
- *Criminal Procedure*, by John M. Scheb and John M. Scheb II; published by Thompson-Wadsworth.