CRIJ 4350 Advanced Investigation

Instructor: Tammy E. Bracewell, Ph.D.

COURSE AND CONTACT INFORMATION

Class Location:
- ONLINE

Class Duration:
- 8/24/20-12/11/20

Office Hours: Virtual or by Phone...by appointment

Email:
- tammy.bracewell@tamuct.edu
- Please direct all course communication through Canvas.
- When emailing, always identify yourself and what course you are in. In general, when communicating electronically you should use complete sentences and be very clear about what you are asking or saying to avoid miscommunication.
- I check Canvas at least once a day. These are the two best ways to reach me.

MODE OF INSTRUCTION AND COURSE ACCESS

This course is a 100% online course and uses the TAMUCT Canvas Learning Management System:[https://tamuct.instructure.com] We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.

Students can access Canvas on the Texas A&M-Central Texas website: www.tamuct.edu. Log in with your TAMUCT issued ID and your password. If you have difficulty using Canvas, contact Help Desk Central 24/7 by phone at (254) 519-5466 or live chat at http://hdc.tamu.edu.

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)
Password: Your MyCT password

Technology Support.
For log-in problems, students should contact Help Desk Central.
24 hours a day, 7 days a week:
- Email: helpdesk@tamu.edu
- Phone: (254) 519-5466
- Web Chat: [http://hdc.tamu.edu]

Please let the support technician know you are an A&M-Central Texas student.

Canvas Support
Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

**STUDENT-INSTRUCTOR INTERACTION**

This is an online class. Most communication between the instructor and students will be via Canvas and email. All students are able to schedule a telephone conference or WebEx meeting.

I will check and reply to student emails on a daily basis – students should expect a response within 24 hours. Any deviations from this will be announced on Canvas. Checking Canvas frequently is important as this is where any class announcements will be posted.

It is HIGHLY recommended that you go into your “settings” in Canvas, select “notifications”, and elect to receive emails when announcements are made. You are responsible for obtaining information in a timely manner.

My preferred method of electronic student interaction is via Canvas. All students should identify the class they are in, use proper salutations and signatures, identify a question, be succinct, and maintain professionalism in any correspondence. Deviations from these guidelines will likely not receive a response. Additionally, students should check the syllabus before asking questions that are likely answered in the syllabus. If the answer is in the syllabus, that is what the response email will reference.

***You should generally expect a response within 24 hours. I do make exceptions for exams, when I check messages more frequently. If you send a message on a weekend, I may reply but please do not expect a reply until the following Monday unless it is during an exam***

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**COURSE INFORMATION**

I. **Catalogue Description**

**Advanced Investigation. (3-0)** Explore advanced criminal and civil investigation, with an introduction to special investigative techniques. Emphasis on crime scene processing, crime scene analysis, forensic evaluations, investigative techniques, and investigative surveys.
II. **Student Learning Outcomes**

By the end of this course you should be able to demonstrate an understanding of physical aspects of forensic science.

1. Students will demonstrate an understanding of criminal investigations by looking at the basic considerations of an investigation and an investigator.

2. Students will understand the responsibilities involved in criminal investigations from report writing through finding the suspect.

3. Students will demonstrate an understanding of the investigation of different types of violent crimes and crimes against persons.

4. Students will demonstrate an understanding of the investigation of different types of crimes against property.

5. Understand special issues in investigations with emerging technologies and global affairs.

III. **Required Textbooks**


IV. **Recommended Reading**


Struck, W., & White, E. B. *The elements of style*. (Any edition will do.)

**NOTE:** The student is expected to have an adequate knowledge of the essentials of grammar and writing style and of the guidelines for paper organization and referencing in accordance with the APA Manual. If the student does NOT have adequate knowledge in these areas, then the purchase and use of the two Recommended Textbooks is highly recommended.

V. **SUPPLEMENTARY MATERIALS**

Supplementary material may take the form of handouts, oral presentations, and references from your instructor, presentations by students, and articles we read. Supplementary materials are handed out in class or posted to Canvas.

**REQUIRED COURSE WORK**

1. **Discussions (6 at 25 points each=150 points)**

These Discussion entries are a modification of a discussion question. Each student will respond to the prompt. Please read the directions for each entry at the beginning of the week. Some require you to watch videos while some require you to find things on your own. Your response will be posted to where the entire class can view the response. HOWEVER, you cannot view ANY responses until you post. This avoids getting answers from another student’s post. I do want all
students to benefit from the entries of their classmates. You will be able to respond to each other’s entries. You will not directly be graded on the responses. However, you should note that if your initial response is not adequate, any additional information you give responding to other entries and questions posted to your response can add points to your grade. No posts after the due date will be considered for grading purposes. It is likely that responding to other students will improve your Discussion grade.

A. Discussion Response
Students are expected to read the assigned materials and complete any other work for the week prior to responding to the Discussion prompts. Your response should reflect your familiarity with the readings and other materials assigned. The student should inspect the Course Calendar and see what readings are assigned for that week. This response should be at least a half page in length (about 300 words). A response that is not at least a half page in length will not be accepted for credit. A half page response is the minimum requirement and will be graded accordingly.

Responses should have substance beyond the student’s agreement with a statement or the mere expression of his opinions. The student should support his responses in some way with references to the reading/materials that were assigned. Under no circumstances should a student quote from the textbooks; instead, they should use their own words. Quotations will not be accepted for credit. It is also unnecessary for the student to cite sources using APA guidelines for the information that he is presenting. So remember: no formal citations and no quotations. This ill-advised practice merely adds clutter to the discussion process and is inappropriate for our purposes.

There are no makeups for Discussions, because we have moved on to the next topic after the deadlines. Each week we will have a new topic to discuss, and there will be no one left to read your post.

Points are awarded to students, based on the quality of response. Quality pertains to a student’s responding in relevant, meaningful ways, based upon the assigned readings for that week.

Netiquette: All students are expected to follow rules of common courtesy and professionalism in all correspondence and assignments. Students may wish to refer to the Student Handbook (located under Student Affairs/Student Conduct on the Texas A&M University-Central Texas website) for further information along these lines. Inappropriate or offensive messages or remarks will not be tolerated and may result in expulsion from the course.

You earn points for your Discussion entries according to the following:
**Note:** I encourage you all to reply to your classmate’s posts. Doing so will encourage discussion. Additionally, it will likely enhance your grade. **ALL posts are due by 11:59 PM on Sundays.** It is highly unlikely that you will obtain the maximum number of points without engaging in discussion with your peers.

***Note***
Please note that at this level you should be CRITICALLY evaluating everything you read and watch in this course.

Throughout the course I will post “podcasts” where I offer commentary on the weeks assignments.

******PLEASE TAKE NOTE OF DUE DATES AND TIMES...EVERY SEMESTER STUDENTS LOOSE POINTS FOR NOT POSTING ON TIME******

II. **Case Presentation (150 points)**
- Draft (25 points) **Due 11/8**
- Peer Review (50 points) **Assigned 11/9 Due 11/13**
- Final (75 points) **Due 11/22**

Each student will be assigned a case. Each student must give a recorded presentation for their assigned case. You must research your assigned case and present a narrative of what happened in the case to the class. You must also point out the investigative aspects of the case to the class. Also, give a detailed description of the crime scene(s) involved. Each student should have a powerpoint presentation.

You will post a draft of this assignment on 11/8. You will then be assigned another student’s assignment to peer review. The final presentation is due on 11/22. See Canvas Modules for additional information on how to complete this assignment.

III. **Mini Investigation Papers 25 pts each (4 X 25=100 points)**

Each student will submit (via Canvas) a paper/report over the assigned topic. The topics will cover a range of criminal investigation

III. **Midterm Exam (100 points)**
IV. Final Exam (100 points)

V. Grading Criteria Rubric and Conversion:
Final course grades will be assessed on the following scale:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
<th>My Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Exam 2</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Case Paper</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Case Presentation</td>
<td>100</td>
<td></td>
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<tr>
<td>Assignments</td>
<td>200</td>
<td></td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>600</strong></td>
<td></td>
</tr>
</tbody>
</table>

537-600 points    A
477-536 points    B
417-476 points    C
357-416 points    D
<357 points        F

At the end of the semester there will be NO curve and no extra points given. It is up to YOU to ensure you have the grade you want.

OTHER INFORMATION REGARDING THE COURSE

I. Late assignments: Late assignments will generally not be accepted. Communication is key in these situations. If you have a legitimate need for an extension you must notify me before the due date to make arrangements.

II. Supplementary Material: Additional information may be given that supplement the topics to be addressed. This supplementary material is designed to broaden the educational experience and create more variety to the usual lecture/discussion format of class presentations. You are responsible for all information in the supplementary material.

III. Extra Credit: Extra credit is not available in this class.

IV. Civility: It is inevitable that some sensitive topics (race, religion, etc...) will be discussed. All students are expected to treat each other with respect. You may disagree but you must do so with civility. Rude and degrading behavior will not be tolerated.

VI. Posting of Grades: All student grades will be posted in the Canvas grade book and students should monitor their grading status through this tool. Students should expect grades to be posted in about one week after the assignment due date. Deviations from this will be announced.
<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/24/20</td>
<td>Introduction Chapter 1/2</td>
<td>Intro Discussion</td>
</tr>
<tr>
<td>2</td>
<td>8/31/20</td>
<td>Chapter 3/4</td>
<td>Discussion 1</td>
</tr>
<tr>
<td>3</td>
<td>9/7/20</td>
<td>Chapter 5/6</td>
<td>Mini Paper 1</td>
</tr>
<tr>
<td>4</td>
<td>9/14/20</td>
<td>Chapter 7/8</td>
<td>Discussion 2</td>
</tr>
<tr>
<td>5</td>
<td>9/21/20</td>
<td>Chapter 8</td>
<td>Discussion 3</td>
</tr>
<tr>
<td>6</td>
<td>9/28/20</td>
<td>Chapter 9</td>
<td>Mini Paper 2</td>
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<tr>
<td>7</td>
<td>10/5/20</td>
<td>Chapter 10</td>
<td>Discussion 4</td>
</tr>
<tr>
<td>8</td>
<td>10/12/20</td>
<td>Midterm Chapters 1-10</td>
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<tr>
<td>9</td>
<td>10/19/20</td>
<td>Chapter 11</td>
<td>Discussion 5</td>
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<tr>
<td>10</td>
<td>10/26/20</td>
<td>Chapter 12</td>
<td>Mini Paper 3</td>
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<tr>
<td>11</td>
<td>11/2/20</td>
<td>Chapter 13</td>
<td>Draft Presentation</td>
</tr>
<tr>
<td>12</td>
<td>11/9/20</td>
<td>Chapter 14</td>
<td>Peer Review</td>
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<tr>
<td>13</td>
<td>11/16/20</td>
<td>Chapter 15/16</td>
<td>Final Presentation</td>
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<tr>
<td>14</td>
<td>11/23/20</td>
<td>Chapter 16/17 Thanksgiving</td>
<td>Discussion 6</td>
</tr>
<tr>
<td>15</td>
<td>11/30/20</td>
<td>Chapters 18/19</td>
<td>Mini Paper 4</td>
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<tr>
<td>16</td>
<td></td>
<td>Final Exam Chapters 11-19</td>
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WARRIOR SHIELD

Emergency Warning System for Texas A&M University-Central Texas
Warrior Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in Warrior Shield through their myCT email account.

Connect to Warrior Shield by 911Cellular [https://portal.publicsafetycloud.net/Account/Login] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

COVID-19 SAFETY MEASURES

To promote public safety and protect students, faculty, and staff during the coronavirus pandemic, Texas A&M University-Central Texas has adopted policies and practices to minimize virus transmission. All members of the university community are expected to adhere to these measures to ensure their own safety and the safety of others. Students must observe the following practices while participating in face-to-face courses, course-related activities (office hours, help sessions, transitioning to and between classes, study spaces, academic services, etc.) and co-curricular programs:

- Self-monitoring—Students should follow CDC recommendations for self-monitoring. Students who have a fever or exhibit symptoms of COVID-19 should participate in class remotely and should not participate in face-to-face instruction. Students required to quarantine must participate in courses and course-related activities remotely and must not attend face-to-face course activities. Students should notify their instructors of the quarantine requirement. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities.

- Face Coverings—Face coverings must be worn inside of buildings and within 50 feet of building entrances on the A&M-Central Texas Campus. This includes lobbies, restrooms, hallways, elevators, classrooms, laboratories, conference rooms, break rooms, non-private office spaces, and other shared spaces. Face coverings are also required in outdoor spaces where physical distancing is not maintained. The university will evaluate exceptions to this requirement on a case by case basis. Students can request an exception through the Office of Access and Inclusion in Student Affairs.
  - If a student refuses to wear a face covering, the instructor should ask the student to leave and join the class remotely. If the student does not leave the class, the faculty member should report that student to the Office of Student Conduct.
Additionally, the faculty member may choose to teach that day’s class remotely for all students.

- Physical Distancing—Physical distancing must be maintained between students, instructors, and others in the course and course-related activities.

- Classroom Ingress/Egress—Students must follow marked pathways for entering and exiting classrooms and other teaching spaces. Leave classrooms promptly after course activities have concluded. Do not congregate in hallways and maintain 6-foot physical distancing when waiting to enter classrooms and other instructional spaces.

- The university will notify students in the event that the COVID-19 situation necessitates changes to the course schedule or modality.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy
If you discover that you need to drop this class, you must complete the Drop Request Dynamic Form through Warrior Web. [https://dynamicforms.ngwebsolutions.com/casAuthentication.ashx?InstID=eaed95b9-f2be-45f3-a37d-46928168bc10&targetUrl=https%3A%2F%2Fdynamicforms.ngwebsolutions.com%2FSubmit%2FForm%2FStart%2F53b8369e-0502-4f36-be43-f02a4202f612]. Faculty cannot drop students; this is always the responsibility of the student. The Registrar’s Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Registrar’s Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar’s Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity
Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student’s academic performance and includes, but is not limited to, working with others in an unauthorized manner, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student’s work, collusion, and the abuse of resource materials. All academic misconduct concerns will be referred to the university’s Office of Student Conduct. Ignorance of the university’s standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.
For more information regarding the Student Conduct process, [https://www.tamuct.edu/student-affairs/student-conduct.html]. If you know of potential honor violations by other students, you may submit a report, [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

**Academic Accommodations**

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university’s programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information please visit our Access & Inclusion Canvas page (log-in required) [https://tamuct.instructure.com/courses/717]

**Important information for Pregnant and/or Parenting Students**

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education’s Office of Civil Rights, the Dean of Student Affairs’ Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit Student Affairs [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution’s Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University’s Title IX Coordinator.

**Tutoring**

Tutoring is available to all A&M-Central Texas students, on a remote online basis. Visit the Academic Support Community in Canvas to view schedules and contact information. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors will return at the Tutoring Center in Warrior Hall, Suite 111 in the Fall 2020. Student success coaching is available online upon request.
If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, success coaching, or have any other question, contact Academic Support Programs at (254) 501-5836, visit the Office of Student Success at 212F Warrior Hall, or by emailing studentsuccess@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

University Writing Center

The University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free service open to all TAMUCT students. For the Fall 2020 semester, all services will be online as a result of the COVID-19 pandemic. The hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours online Monday thru Thursday from 6:00-9:00 p.m. The UWC is also offering hours from 12:00-3:00 p.m. on Saturdays. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. By providing a practice audience for students’ ideas and writing, our tutors highlight the ways in which they read and interpret students’ texts, offering guidance and support throughout the various stages of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WCOnline [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC and/or need any assistance with scheduling.

University Library

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.
Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [http://tamuct.libguides.com/index].

For Fall 2020, all reference service will be conducted virtually. Please go to our Library website [http://tamuct.libguides.com/index] to access our virtual reference help and our current hours.

OPTIONAL POLICY STATEMENTS

A Note about Sexual Violence at A&M-Central Texas
Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don’t agree with their behaviors and tell survivors we will support them. Your actions matter. Don’t be a bystander; be an agent of change. For additional information on campus policy and resources visit the Title IX webpage [https://www.tamuct.edu/compliance/titleix.html].

Behavioral Intervention
Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the referral online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the Behavioral Intervention Team website for more information [https://www.tamuct.edu/student-affairs/bat.html]. If a person’s behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.
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