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***Social & Behavioral Science Division***

***Course Syllabus***

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| ***COURSE TITLE*** | * *Administration of Justice 002* |
| ***COURSE NAME*** | * *Concepts of Criminal Law* |
| ***COURSE DESCRIPTION*** | * *This course deals with the structure of law, definitions, and the most frequently used sections of the California Penal Code. Topics include origins of federal and state laws, interpretation and applications of laws, identifying elements of property crimes and criminal liability.* |
| ***INSTRUCTOR, CONTACT INFORMATION & OFFICE HOURS***  ***If my office hours do not match your schedule, please contact me to arrange an appointment that is agreeable with both of us.*** | * *Mr. M. Reid* * *(310) 233-4068 Office* * *(310) 233-4698 extension 4702. Voicemail* * *Office hours: Monday to Thursday 9:30-10:30am* * [*reidmr@lahc.edu*](mailto:reidmr@lahc.edu) (Preferred method of contact)   Follow me on twitter  [www.twitter.com/reid\_reidmr](http://www.twitter.com/reid_reidmr)  This course address  www.professormikereid.com  Keep updated on your grade at [www.engrade.com/reidmi](http://www.engrade.com/reidmi)  Personal requests only, no emails, phone calls or texting for access. Ask me for access to your grade. |
| ***STUDENT LEARNING OUTCOMES:***  ***After taking this course,***  ***Students will be able to;*** | * *Identify the primary sources on which the law is based.* * *Differentiate between substantive procedural and statutory law.* * *Identify and list the categories of persons considered legally incapable of committing crime.* * *Recall the statutory definition of a crime and parties to a crime* * *Recognize the classification of crimes and their penalties.* * *Recognize the corpus delicti of part 1 crimes.* * *Identify law of arrest.* * *Discuss the future of the criminal justice system.* |
| ***TEXTBOOK INFORMATION:***  ***This text can be purchased in the LAHC Bookstore.*** | * *California Criminal Law Concepts- Hunt and Rutledge* * *ISBN#* |
| ***ATTENDANCE REQUIREMENTS:***  ***Regular attendance and classroom participation are essential for a passing grade in this course.*** | * *Students who have pre-registered for this class and who fail to attend the first scheduled class or fail to contact the instructor during the first week of the semester forfeit their right to a place in the class. Students are expected to attend every meeting.* * *A student absent from classes for emergency reasons must inform me of the reason for the absence. I understand that mitigating circumstances do arise and may be considered. Whenever your absences “in hours” exceed the number of hours the class meets per week, the student may be* ***excluded from class.*** *It is the student’s responsibility to drop from class.* |
| ***HOMEWORK*** | * *Approximately 3-4 hours of homework, weekly. Homework may include but not limited to; reading of Handouts, Internet Computer searches, attending a City, County or Law Library.* |
| ***EXAMINATIONS:***  ***Unless otherwise noted, the final (exam #3) will be given according to the “Schedule of “Final Examinations” found on the last page of the “Schedule of Classes”. You must attend the final day of class and take the final exam.*** | * *Three major exams will be given during the semester. One of the three exams will be part of the student learning assessments.* * *The exams are cumulative in nature and will cover classroom lecture, handout materials, textbook readings and video.* * *No student will be excused from completing a final examination.* * *Examination includes a participation, which is covered in a handout on the first day of class.* |
| ***TERM PAPER/RESEARCH*** | * *A term paper or research papers are required for his course. Further details of the nature and scope of the paper will be provided in the 3 week of the course and/or on the Turnitin.com website.* |
| ***TEACHING METHODS*** | * *The course text will be augment with:* * *Chapter handout that follows most of the instructor’s power point presentations.* * *Videos* * *Online course work dealing with the course topic* * *Class break out groups.* * *Class presentations by students* |
| GRADING SCALE:  90% - 100% ………. A: Excellent  80% - 89% ……….... B: Fair  70% - 79% ………... C: Satisfactory  60% - 69% ……….... D: Poor  0% - 59% …….……..F: Fail | * *Grading is based upon* * *Attendance,* * *Class participation,* * *Break out group leadership and interaction,* * *Writing assignments and testing.* * *Evaluation of Characteristics of a Good Student* * *Extra credit is not available to students. Don’t ask!* |
| ***CLASSROOM CONDUCT:***  ***Please treat your fellow students with the same respect you wish to be shown.*** | * *As approved by the Associated Student Organization and by the Academic Senate, all cell phones and electronic sound-emitting devices shall be turned off at all times during classes. Cell phones and pagers put on vibrate are acceptable, headsets and Recording devises are not permitted.* * *State law in California prohibits the use of any electronic listening or recording device in the classroom without prior consent of the teacher and college administration.* * *Any student who needs to use electronic aids must secure the consent from me. If I decide and agree to your request, a notice of consent must be forwarded to the Dean of Academic Affairs for approval (To make it clear, I will not agree to any such request under any circumstances).* |
| ***SEXUAL HARASSMENT*** | * *It is the policy of the Los Angeles Community College District to provide an educational, employment and business environment free of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment, as defined and otherwise prohibited by state and federal statutes.* |
| ***DISTRICT ACADEMIC DISHONESTY POLICY***  ***PLAGIARISM***   * *Definition: Plagiarism is a student's* ***failure*** *to distinguish his or her own words and ideas from those of a source the student has consulted. Ideas derived from another, whether presented as exact words, a paraphrase, a summary or quoted phrase, must always be appropriately referenced to the source, whether the source is printed, electronic, or spoken. Whenever exact words are used, quotation marks or an indented block indicator of a quotation must be used, together with the proper citation in a style required by the professor.* * *Usually, three or more words in a row copied from a source without a citation constitutes plagiarism*.   [***WWW.TURNITIN.COM***](http://WWW.TURNITIN.COM)  ***SMOKING:***  ***Classrooms are non-smoking and this is a non-smoking campus.*** | * *9803.28 Academic Dishonesty. Violations of Academic integrity include, but are not limited to the following actions: Cheating on an exam, plagiarism, working together on an assignment paper or project when the instructor has specifically stated students should not do so, submitting the same term paper to one or more than one instructor, or allowing another individual to assume one’s identity for the purpose of enhancing one’s grade.* * ***Plagiarism is a form of cheating. Any student who uses the published or unpublished writing, ideas, and/or words of another person without crediting the author will receive a FAIL for the assignment****. Further disciplinary actions may be taken. If a student copies from another student's paper, this is also plagiarism. In this case, both students will fail the assignment.* * *Penalty: The penalty process is; your assignment is decided by the instructor and departmental policies with the following suggested progressive discipline guidelines: warning, rewrite assignment, zero points on assignment, or Administrative discipline.* * *Appeals: Appeals should be directed to the Social and Behavioral Sciences Division Chair Brad Young, for further action as required by due process.*   (Check with Mr. Reid, Turnitin.com may not be available this semester.)   * Students are expected to sign up and register at the website [www.Turnitin.com](http://www.Turnitin.com). (Ask Instructor) * Obtain a user name * Obtain a password * Sign up under: **Class Identification** * Password: **AJ002** * Class name: **AJ002 Concepts**   (Once you are registered, you will be required to complete all of the listed assignments, excluding the tests. Fail to register in this website, fail to pass this course.)   * *Smoking is not permitted in any classroom or other enclosed facility which any student is required to occupy or which is customarily occupied by nonsmoking students.* |
| ***DRUG-FREE CAMPUS:***  ***Focus on your educational success***  ***DISABILITY ACCOMODATION STATEMENT*** | * *In accordance with Section 22 of the Drug-Free Schools and Communities Act of 1989, Los Angeles Harbor College strives to maintain a drug and alcohol free campus for its students and employees.* * *Students with a verified disability who may need a reasonable accommodation (s) for this class are encouraged to notify the instructor and contact the DSPS Office for Special services as soon as possible. All information will remain confidential.* * *(Harbor College only: Café 108, 310-233-4629)* |