

Syllabus

Course Prefix/Number/Semester/Year: CJE3674 11583 Spring 2024

Course Title: Introduction to the Forensic Sciences

Course Credit Hours: 3 hours

Course Meeting Times: Tues

Instructor Name and Contact Information: Diane Fraser, dfraser@uwf.edu

Office Hours and Location: By appointment only

Prerequisites or Corequisites: N/A

Texts / Materials

Required texts: Revel for Criminalistics: An Introduction to Forensic Science -- Access Card

ISBN: **9780135268254**

Required textbooks for 1000-4000 level courses are available on Reserve at the Circulation Desk at the UWF Libraries for a 2-hour loan period (book must stay in the Library). Please take advantage of this resource, but keep in mind that copies of textbooks for each course are limited and may be in use by another student, particularly right before an assignment or reading is due, so plan your textbook use accordingly. [This service is available for print format textbooks only.](#)

Recommended texts: N/A

Required Materials:

- Internet Access (broadband is recommended)
- Activated UWF ArgoNet Account

Minimum Technical Skills and Special Technology Utilized by Students

- Activate a MyUWF student account
- Access the MyUWF portal a minimum of 2-3 times a week
- Access UWF email account (Gmail) 2-3 times a week
- Have basic word-processing knowledge
- Other skills or technologies if applicable

See: UWF Resources – [Important Student Information](#) for technology web links

Technology Support

Canvas Support Hotline (Open 24/7) - 1-844-866-3349

UWF ITS Help Desk - 1-850-474-2075 or email itshelpdesk@uwf.edu

Course Description

Forensic Science is the application of scientific disciplines and principles to the legal system, particularly the litigation in court of contested factual disputes. Examines the distinct fields of education and study that collectively comprise the forensic sciences. These fields include among others forensic psychiatry and psychology, forensic anthropology, forensic pathology, forensic toxicology, serology and DNA typing, questioned documents, crime scene investigation, forensic engineering, fingerprint evidence, polygraph and other investigative devices, and forensic chemistry including drug analysis. Credit may not be received in both CJE 3674 and CJE 3670.

Program Goals

This course is part of the Forensic Studies Minor supplements coursework in majors related to criminal justice. It prepares students for careers in investigation as well as graduate study in a related field. The students who want to pursue this degree in a fully online format may have limited elective course options.

Student Learning Outcomes (SLOs)

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

1. Define the disciplines that are within the Forensic Sciences.
2. Determine what types of evidence are appropriate for analysis and what questions can be answered.
3. Follow the evidence from the scene of crime, through the laboratory and into the court system.

4. Understand the basic scientific principles and methodologies employed in forensic analysis.

Topics

Topics covered during the semester include:

Crime Scene; Physical Evidence; Crime Scene Reconstruction; Death Investigation; Fingerprints; Forensic Biometrics; Microscopy; Firearms & Impression Evidence; Hairs & Fibers; Drugs; Forensic Toxicology; Metals, Paint & Soil; Document Examination; DNA; Fire & Explosion Investigations.

Grading / Evaluation

Grade Scheme

Letter grades will be assigned as follows:

Table 1

Grade Scheme

Letter Grade	Range
A	100% to 94%
A-	<94% to 90%
B+	<90% to 87%
B	<87% to 84%
B-	<84% to 80%
C+	<80% to 77%
C	<77% to 74%
C-	<74% to 70%

D+	<70% to 67%
D	<67% to 61%
F	<61% to 0%

Grade Distribution

Table 2

Grade Distribution by Points or Percentages

Assignments	Point Values
Quizzes (10 at 10 points each)	100 points
Exams (4 at 100 points each)	400 points
Internet assignment	100 points
Presentation	100 points
Presentation Topic	50 points
Total:	750 points

Late Assignments

All assignments are expected to be turned in on time. If there is an issue that results in a missed or late assignment, the student needs to contact me to make arrangements to ensure the work is completed in a timely manner.

Academic Calendar

Please check [the official UWF Academic Calendar](#) for important dates, including holidays, withdrawal, and registration dates.

Course Calendar

Please see page 10 for a detailed course calendar.

Attendance Policy

Per [UWF AC-33.01](#), the University expects students to take full responsibility for their academic work and academic progress. To progress satisfactorily, students must meet the requirements of each course for which they are registered. Successful work depends to a large extent on regular class attendance.

Regular and substantive engagement is expected of students in all courses regardless of delivery format. Role will be taken during every class. If you must miss a class, please let me know ahead of time.

Absences that meet the following criteria will be considered excused.

- Students will be excused from class to observe religious holidays of their faith in accordance with [UWF REG 3.041](#) *Religious Observances*.
- Absences for imposed legal responsibilities (e.g., jury duty, court appearances) and military obligations will be recognized as excused absences.
- Absences resulting from participation in extracurricular activities in which students are official representatives of the University will be recognized as excused absences.
- Absences for serious illness, death or serious illness within the student's immediate family, or other sound reasons offered by the student may be accepted as excused absences.

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Modality Syllabus Statement

University of West Florida operations may be disrupted from time to time by weather, pandemics, and other events outside of our control. It is important for faculty and students alike to plan for contingencies that may affect individual course sections. With this in mind, faculty may opt to hold some class meetings in a modality other than that originally planned in order to make certain that the class continues in the best manner possible given the immediate circumstances. It is important to be flexible and understand that we are operating in a dynamic environment.

Recording in Class Statement

Students may, without prior notice, record video or audio of a class lecture for a class in which the student is enrolled for their own personal educational use. A class lecture is defined as an educational presentation delivered by faculty or guest lecturer, as part of a University of West Florida course, intended to inform or teach enrolled students about a particular subject. The following actions are prohibited: recording class activities other than class lectures, including but not limited to lab sessions, student presentations (whether individually or part of a group), class discussion (except when incidental to and incorporated within a class lecture), clinical presentations such as patient history, academic exercises involving student participation, test or examination administrations, field trips, and private conversations between students in the class or between a student and the faculty member. Recordings may not be used as a substitute for class participation and class attendance and may not be published or shared without the written consent of the faculty member. Failure to adhere to these requirements may constitute a violation of UWF-REG 3.010 Student Code of Conduct and may be a violation of the law.

Expectations for Academic Conduct / Plagiarism Policy

The Student Code of Conduct sets forth the rules, regulations, and expected behavior of students enrolled at the University of West Florida. Violations of any rules, regulations or behavioral expectations may result in a charge of violating the Student Code of Conduct. It is the student's responsibility to read the Student Code of Conduct and comply with these expectations. The Student Code of Academic Conduct defines various forms of academic misconduct including cheating and plagiarism and describes the process for addressing allegations of academic misconduct. More information and links to the University regulations governing both student conduct and academic conduct can be found on the Dean of Students website listed under the Office of Student Rights and Responsibilities (See: UWF Resources > [Important Student Information for web links](#))

Student Accessibility Resources

The University of West Florida supports an inclusive learning environment for all students. If there are aspects of the instruction or design of this course that hinder your full participation, such as time-limited exams, inaccessible web content, or the use of non-captioned videos and podcasts, reasonable accommodations can be arranged. Prior to receiving accommodations, you must [register with Student Accessibility Resources and submit a semester request each semester](#). Appropriate academic accommodations will be determined based on the documented needs of the individual. For information regarding the registration process visit www.uwf.edu/sar, e-mail sar@uwf.edu or call 850.474.2387. (See: UWF Resources > [Important Student Information](#) for web links)

Military and Veterans' Resource Center

The [UWF Military & Veterans Resource Center \(MVRC\)](#) serves as a leading campus advocate for military and veterans students, working to ensure the needs of these individuals are met through coordinating with multiple university offices and services. The center provides assistance with the following: GI Bill ® education benefits, active duty tuition assistance, out-of-state fee waiver, tutoring, paper reading, counseling, disability accommodations, coordinating academic advising, and referral to state /federal resources and services. The MVRC is located in bldg. 38. For more information on MVRC service, call 474-2550 (See: UWF Resources > [Important Student Information for web links](#))

Mental Health Support

At the University of West Florida, we recognize that to learn, thrive, and flourish; you may need a little assistance. Please take advantage of the free resources online or on campus.

- For health concerns, contact Student Health Services at (850) 474-2172.
- For mental health or substance use concerns, contact Counseling and Psychological Services at 850-474-2420.
- For 24/7 crisis counseling call 850-474-2420 and press option 6.

All students are encouraged to utilize Therapy Assistance Online (TAO) to strengthen skills to cope with anxiety, depression, stress management, and more. TAO is an interactive web-based self-help program that is available 24/7. Access TAO anonymously at uwf.edu/tao.

If you feel like you need somewhere to talk anonymously to others who can support you, peer support is available to all students 24/7 via TogetherAll. TogetherAll is an online community where members are anonymous to each other and can share how they are feeling and support each other. Learn more and join TogetherAll at uwf.edu/togetherall

Mental Health is one aspect of holistic health, which encompasses all of the eight wellness dimensions. The eight dimensions do not have to be equally balanced. Instead, you should strive to achieve your own authentic personal harmony. You have unique goals, priorities, and aspirations. You determine how to live your best life. ArgoWell is here to help you make the healthy choice, the easy choice, and support you in your wellness journey. [Meet ArgoWell](#)

Discrimination or Harassment Reporting

The University of West Florida faculty members are committed to supporting students and upholding the University's non-discrimination and harassment policies. Under Title IX, discrimination and harassment based upon sex or gender (including sexual violence and sexual misconduct) are prohibited. If you experience an incident of sex/gender-based discrimination or harassment, you do not have to go through the experience alone. Know that while you may

talk to a faculty member, understand that as a "Responsible Employee" of the University the faculty are required to notify the University's Title IX Coordinator so that support services can be provided to you. If you would like to speak with someone confidentially, you may schedule an appointment with the UWF's Counseling and Psychological Services at (850) 474-2420. This service is free for students. Faculty can also help direct you, or you may refer to the [University's Title IX website](#).

Emergency Information and Course Continuity Statement:

In the case of severe weather or another emergency, the campus might be closed and classes canceled. Official closures and delays are announced on the UWF website and broadcast on WUWF-FM.

Weather Emergency Information

- WUWF-FM (88.1MHz) is the official information source for the University. Any pertinent information regarding closings, cancellations, and the re-opening of campus will be broadcast.
- In the event that hurricane preparation procedures are initiated, the UWF Home Web Page and MyUWF will both provide current information regarding hurricane preparation procedures, the status of classes, and the closing of the University.

Emergency plans for the University of West Florida related to inclement weather are available on the [UWF Environmental Health and Safety web page](#).

Updates

Please refer to Canvas for updated information.

Ask-a-Librarian

UWF Library staff are available for help through our [Ask-a-Librarian Live Chat](#) monitored from 8:00 am to 6:00 pm Monday through Thursday, 8:00 am to 4:00 pm on Friday, 9:00 am to 4:00 pm on Saturday, and 1:00 pm to 6:00 pm on Sunday. You can also email a librarian using the left-hand navigation in Canvas under Help or Library Tools, or text a librarian at 850-483-0225.

TurnItIn

UWF maintains a university license agreement for an online text-matching service called Turnitin. At my discretion, I may use the Turnitin service to evaluate the originality of student papers. I may employ other services and techniques to evaluate your work for evidence of appropriate authorship practices as needed.

Writing Lab

[The Writing Lab](#) can help with the projects in this course. Graduate and undergraduate Writing Lab assistants are available to review the mechanics of writing with you and help you upgrade the quality of your papers before you submit assignments.

Paper reading services are offered online and face-to-face either by appointment (through Navigate) or as walk-ins at the Main Lab (51/157) and at the satellite Writing Labs at CoB and CEPS. These services include face-to-face and online Interactive paper reading sessions as well as paper reading via the OWL/Online Writing Lab that allows students to place their to-be-edited papers in the Canvas dropbox.

Paper reading services, along with one-on-one and interactive group tutoring, the Grammar Hotline, and Real-Time writing assistance, are available during the Writing Lab's regular hours of operation from 10 to 5 daily and occasional weekends.

Note: It may take up to 48 hours or more to receive your work back from the Writing Lab. It is your responsibility to turn your assignment in on time. Take this into consideration when utilizing the Writing Lab.

Tutoring and Learning Resources

Tutoring and Learning Resources offers free services designed to help you improve your academic performance. Available services include Course-Based Tutoring, Study Skills Assistance, Academic Coaching, Academic Success Workshops, Smartpen Loans, and more. Services are available in Building 52 and the 2nd Floor of Pace Library. For more information visit www.uwf.edu/tlr, email tutoring@uwf.edu, or call (850) 474-3176.

Tentative Course Schedule

The schedule presented in Table 3 is accurate as of the first day of the semester. If any changes occur, you will be notified.

Table 3

Tentative Course Schedule

Week/Unit	Dates	Modules/Topics	Assignments/Readings
Week 1:	Jan 9 online	Introduction Crime Scene	Chapter 1 Chapter 2
Week 2:	Jan 16 online	Physical Evidence Crime Scene Reconstruction	Chapter 3 Chapter 4
Week 3:	Jan 23 online	Death Investigation	Chapter 5
Week 4:	Jan 30 Online	Fingerprints Forensic Biometrics	Chapter 6 Chapter 7
Week 5:	Feb 6 In Person	Exam 1 Presentation topics due	Chapters 1-7
Week 6:	Feb 13 In person	Microscope Firearms & Toolmarks	Chapter 8 Chapter 9
Week 7:	Feb 20 Zoom	Matter, Light & Glass Hairs & Fibers	Chapter 10 Chapter 11
Week 8:	Feb 27 In Person	Exam 2	Chapters 8-11
Week 9:	Mar 5	Drugs	Chapter 12

Week/Unit	Dates	Modules/Topics	Assignments/Readings
	In Person		
Week 10:	Mar 12 In Person	Drugs Toxicology	Chapter 12 Chapter 13
Week 11:	Mar 19 In Person	Metals, Paint & Soil Questioned Documents	Chapter 14 Chapter 18
Week 12:	Apr 2 In person	Exam 3 Presentations	Chapters 12-14 & 18
Week 13:	Apr 9 In person	Forensic Serology	Chapter 15
Week 14:	Apr 16 In person	Forensic Serology DNA Papers Due	Chapter 15 Chapter 16
Week 15:	Apr 23 In person	Fire & Explosion Investigation Presentations	Chapter 17
Week 16:	Apr 30 In person	Exam 4 Presentations	Chapters 15-17