

**Section 1 - Approvals****Approvals**

Name of Proposal: FORS 100 – New Course

Submitted by: Georgi Lukov

Signature: 

Date: December 9, 2016

Procedure	Recommendation/Signature	Date
Faculty Vote: For <b>[11]</b> , Against <b>[0]</b> , Abstain <b>[0]</b> , Absent <b>[0]</b>		
1. Approved by Department Natural Sciences	Signature:  Chair: <b>Georgi Lukov</b>	Jan 4, 2017
2. Approved by College Math & Sciences	Signature:  Dean: <b>Mark Cannon</b>	1/4/17
3. Approved by <del>General Education</del> <i>Political Science</i> (if any GE course is affected)	Signature:  <del>GE: Russel Carlson</del> <i>Brian</i>	1/23/17
4. Approved by University Curriculum Committee	Signature:  UCC: <b>Jennifer Lane</b>	1/23/17
5. Approved by Deans' Council	Signature: <i>na</i> AVP: <b>John Bell</b>	
6. Approved by the President's Council (for new programs)	Signature: <i>na</i> Pres: <b>John Tanner</b>	

## **Section 2 – Overview (Support)**

### **Summary:**

This proposal seeks the approval of a new course, Introduction to Forensic Science (FORS 100), offered by the department of Natural Sciences.

We decided to begin offering this course in support of the Criminal Justice certificate offered by the department of Political Science. The course is appropriate for students of all majors, without any science course prerequisites. The course could be used to satisfy the science GE requirements of our current GE program, and if the new, short programs GE program is approved, it would be used in one or more short/minor science programs.

The course would be added to the Electives pool of the Criminal Justice certificate without increasing the total credit requirements.

The course will be taught by a special instructor, Kaleo Kaluhiokalani, who has a MS in Criminal Justice with a specialty in Forensic Science and is currently a Forensic Scientist at the Honolulu Police Department. It will not increase the teaching load of the current full time faculty members of any of the involved departments.

The department of Natural Sciences, and as far as I am aware the department of Political Science are in support without any objections.

## **Section 3 - Program Proposal**

**Upon approval, the information presented on this course proposal sheet will become binding on the department and the university. Any material changes require a new program proposal.**

**Effective Date:** Immediately upon approval

**College:** Math & Sciences

**Abbreviation:** CTCRMJ

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**Criminal Justice Certificate – It will be offered as an elective in Set B Skills**

Required (6 credits):

CRMJ 301 – Basic Criminal Justice (3)

CRMJ 371 – Criminal Investigation and Criminology (3)

Electives (9 credits) Complete 3, including a least 1 class from each set:

Set A – Theory

POSC 230 – Fundamentals of Governance (3)

POSC 358 – Comparative Law (3)

POSC 410 – Constitution of the US (3)

Set B – Skills

**FORS 100 – Introduction to Forensic Science (3)**

POSC 335 – Issues of Terrorism (3)

PMGT 350 – Crisis Management (3)

PMGT 360 – Disaster Management (3)

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**Immediately following this page, attach the revised Major Requirements Sheet and sample Major Academic Plan.**

**Following the MRS and MAP, attach PDF copies of the online catalog web pages that should change as a result of this proposal. Indicate the location of changes that should be made.**



## Criminal Justice Certificate

CTCRMJ.2015 (mrs 1151)

15 credits

Effective Date: 08/2015

Name of Student:		
Student ID #:		Graduation Date
Home Country:	<input type="checkbox"/> IWORK	
Advisor:	Name	Date

Required						6 Credits
Course #	Title	Hr.	Prerequisites	Offered	Sem.	Grade
CRMJ 301	Basic Criminal Justice	3		F		
CRMJ 371	Criminal Investigation and Criminology	3		W		
Electives						9 Credits
Complete 3, including at least 1 class from each set						
Set A - Theory						
POSC 230	Fundamentals of Governance	3		F,W		
POSC 358	Comparative Law	3		F		
POSC 410	Constitution of the US	3		F		
Set B - Skills						
FORS 100	Introduction to Forensic Science	3		F, S		
POSC 335	Issues of Terrorism	3		W		
PMGT 350	Crisis Management	3		S		
PMGT 360	Disaster Management	3		F		
Total Credits Mapped for Graduation:						

*No more than 6 credits of this certificate may overlap with credits used for another major or certificate.*

**No grade below C- will be accepted in fulfilling certificate requirements.**

## **Section 4 - Course Proposal (core)**

**Upon approval, the information presented on this course proposal sheet will become binding on the department and the university. Any material changes require a new course proposal.**

**Effective Date:** Immediately upon approval

**College:** Math & Sciences

**Course Prefix:** FORS

**Course Number:** 100

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### **NEW COURSE.**

**Full Title:** Introduction to Forensic Science

**Short Title (for Transcript, 30-char max):** Intro Forensic Science

**Catalog Entry (50-word recommended maximum):** A course designed for non-science students who are interested in exploring the field of forensic science. Basic concepts of forensic science will be discussed including crime scene investigation, DNA analysis, arson analysis, fingerprint analysis, drug analysis and trace evidence analysis; these topics may vary.

**Prerequisites:** None

**Credit Hours:** 3

**Frequency:** F, S

**Grading Method:** A-B-C

**Course Fees:** None

**Learning Objectives:** The learning objectives of FORS100 are in accordance with the General Education program's objectives: to help the students develop breadth of knowledge and the thinking skills; to increase their ability to inquire, analyze, and communicate; and to act with integrity, stewardship, and service. The course would increase the basic skills and the fundamental knowledge of the students in science, and more specifically in forensic science, together with increasing their ability to reason and synthesize evidence based conclusions, which comprises the three general education requirements at BYU-Hawaii.

**Assessment Methods:**

Homework, Quizzes and Notebook	25%
Exams and Presentation	50%
<u>Final Exam</u>	<u>25%</u>

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**Immediately following this page, attach a sample syllabus if needed.**

**Following this page, attach PDF copies of the online catalog web pages that should change as a result of this proposal. Indicate the location of changes that should be made.**

# Brigham Young University- Hawaii

## Syllabus

### Forensic Science 100 – Introduction to Forensic Science

Spring - 2017

**Instructor:** Kaleo Kaluhiokalani

**Office location:** TBA

**Office Phone:** None

**Email:** talanoa@hawaii.rr.com

**Class location:** TBA

**Class time:** M/W 6:00 – 7:30 PM

**Office hours\*:** TBA

#### **Required Text:**

Criminalistics: An Introduction to Forensic Science 10<sup>th</sup> edition (2010), by Richard Saferstien, Person Prentice Hall, Upper Saddle River NJ.

This text is currently in its 11<sup>th</sup> edition (2014), but I am requiring the 10<sup>th</sup> edition with the intent to help reduce the cost of the text.

A composition notebook will be required for mini lab and practical exercises. Although not required, it is highly suggested that you purchase a composition notebook containing **graph paper** instead of lined paper.

#### **Course Overview:**

The Introduction to Forensic Science course (FORS 100) is designed to fulfill the general education requirement in physical science for the non-science majors. Upon completion, you should have a greater understanding of how the natural sciences are applied matters of legal concern. The lectures will focus on fundamental principles, theories, and techniques on which forensic science is established, including crime scene processing, physical evidence collection, microscopy, and the analysis of fingerprints, firearms and DNA evidence.

#### **How to study and succeed in this class:**

First and foremost, stay current – don't allow yourself to fall behind with the material. Come prepared, be attentive and actively engaged in class. After every class **study in detail** the covered material and do your assignments and homework on time.

#### **Preparation:**

The best way to prepare for every class is to come with a solid foundation of knowledge: you must know the past material and be prepared, fundamentally, for the next material. Please read relevant chapters in the textbook prior to each class meeting, as well as any other assigned reading material.

#### **Homework Practice Problems:**

For each chapter covered in the text, you will be required to read the chapter material and complete the review questions found at the end of the chapter as homework. The completed review questions for each chapter will be due at the beginning of class. You are free to discuss the homework between each other or use any other resource available, but me.

#### **Mini Lab and Practical Exercises:**

For certain topics a mini lab or practical exercise will be conducted in class. These exercises may include hands on participation. You will be required to bring your composition notebook for note taking and for writing out procedures, results and conclusions. Attendance is required when practical exercises are conducted. **These mini labs and practical exercises cannot be made up.** You will not receive credit if you do not attend on these days. Notebooks will need to be submitted and checked on occasion and will be averaged with your homework grades.

#### **Laboratory Tour:**

A tour of the HPD Crime Lab will be scheduled. The laboratory is located at the Main Police Station in Honolulu.

#### **Research Assignments:**

Most chapters open with a case study with material relating to the evidence that will be discussed. You will be required to choose one case study and present on that case. The research assignment grade will be averaged with your examination grades. Consequently, the grade you receive for this assignment will carry the same weight as one exam grade.

#### **Quizzes:**

Quizzes may be given at any point during the semester and may be unannounced. Quizzes will be given during the first ten minutes of the lecture session. If you are late, you will not be allowed to take the quiz. There are no make up quizzes.

### **Exams:**

There will be 3 exams. Each exam will contain multiple choice, problem solving and essay questions for a total of 100 points. All exams will be taken in the testing center. Makeup tests will only be allowed in case of sickness and **only** with a doctor's note **presented**. Alternatively, every make up test will be penalized by 20% off the received score. Upon completion, the exams will be reviewed in class. All exams will remain in my possession. Copying of any kind (written, audio, image and/or video) of entire exams, exam questions or answers is **not** allowed and will be considered an act of dishonesty. You can view a completed exam as many times as you wish until the next exam is given, but not after, and before the last day of instruction.

### **Final Exam:**

The final exam will be held in the testing center and cannot be made up – if traveling, plan accordingly. It will be comprehensive.

### **The official university final exam policy**

*"Final exams are to be offered on the specific day and time as determined by the official university exam schedule. Students must plan travel, family visits, etc., in a way that will not interfere with their final exams. Less expensive air fares, more convenient travel arrangements, family events or activities, and any other non-emergency reasons are not considered justification for early or late final exams. Appeals to this policy should be submitted in writing to the Dean of the college or school as soon as possible. [http://registrar.byuh.edu/registrar/final\\_exam\\_schedule](http://registrar.byuh.edu/registrar/final_exam_schedule)"*

*Our dean Dr. Cannon "will not be granting permission for anyone to take an early final exam for any reason outside of an emergency (best friend's wedding or parents having already purchased a plane ticket doesn't count as an emergency)."*

### **Grading:**

Homework, Quizzes and Notebook	25%
Exams and Presentation	50%
<u>Final Exam</u>	<u>25%</u>

A	=	93-100%
A-	=	90-92%
B+	=	87-89%
B	=	83-86%
B-	=	80-82%
C+	=	77-79%
C	=	73-76%
C-	=	70-72%
D+	=	67-69%
D	=	60-66%
F	=	< 59%

### **Classroom Atmosphere:**

I would like to achieve an open, uninhibited yet respectful and courteous classroom atmosphere. I welcome your questions and comments at all times. No one is required, but I encourage you to attend our class (the lecture-slides will be posted in Canvas); if you attend however, you are expected to be courteous to your classmates and me:

1. come to class on time;
2. do not leave the classroom during lectures unless there is an emergency or you have asked to be excused prior to the beginning of the class;
3. the use of laptops, cell phones, or other electronic devices for entertainment or communication purposes, reading books, newspapers or doing homework is not permitted and could lead to your dismissal from the classroom;
4. please minimize talking to your neighbor as much as possible unless asked to do so – be mindful that others around you might be listening to the class discussion.

My previous experience has taught me that some find it difficult to follow these few simple rules. To help these students have more structure in their conduct and to prevent them from distracting me and the students who have come on time willing to work, I will give 5 negative points to each student who comes late or disrupts the classroom atmosphere (see the four guidelines above). I believe that I owe it to you, who diligently come to class on time, to provide you with a learning friendly class atmosphere.

*At times, some of you might have a legitimate reason to be late or leave the classroom early. If that is the case please do NOT skip class, but make sure you talk to me before or at the end of the class to avoid the negative points.*

### **Honor Code and Academic Honesty:**

Living according to your promises to keep the Honor Code is a prerequisite for attending this class. All of you have promised to observe the Honor Code and more specifically the following statement: "I am honest and will continue to be honest in all my behavior. This includes not cheating, plagiarizing\*, or knowingly giving false information. Those with dishonest behavior will be referred to the Office of Honor.

\*A simple definition of plagiarism: representing someone else's work as your own.

## **UNIVERSITY POLICIES**

The **Honor Code** exists to provide an education in an atmosphere consistent with the ideals and principles of the Church of Jesus Christ of Latter-day Saints. Students, faculty and staff are expected to maintain the highest standards of honor, integrity, morality, and consideration of others in personal behavior. Academic honesty and dress and grooming standards are to be maintained at all times on and off campus. For specific information see <http://honorcode.byuh.edu/>

### ***Discrimination:***

The University is committed to a policy of nondiscrimination on the basis of race, color, sex, pregnancy, religion, national origin, age, disability, genetic information or veteran status in admissions, employment or in any of its educational programs or activities. For specific information see the non-discrimination policy at <https://policies.byuh.edu/>

### ***Title IX and Sexual Misconduct:***

The University will not tolerate any actions proscribed under Title IX legislation, specifically sexual harassment, sexual violence, domestic or dating violence or stalking perpetrated by or against any university students, university employees or participants in university programs. For specific information see <https://titleix.byuh.edu/>

All faculty and staff are deemed responsible reporting parties and as such mandated to report incidents of sexual misconduct including sexual assault to the Title IX Coordinator:

Debbie Hippolite-Wright, PhD  
Title IX Coordinator  
Vice President of Student Development & Services  
Lorenzo Snow Administrative Building  
55-220 Kulanui Street  
Laie, HI 96762  
Office Phone: (808) 675-4819  
E-Mail: [titleix@byuh.edu](mailto:titleix@byuh.edu)

### ***Student Academic Grievance policy:***

Students who feel that their work has been unfairly or inadequately evaluated by an instructor are encouraged to pursue the matter as an Academic Grievance by following the steps found in the Academic Grievance policy at <http://catalog.byuh.edu/node/300>

**Disability Services:** If you have a disability and need accommodations, you need to contact the Disability Officer/Coordinator at:

Disability Services  
McKay 181  
Phone: (808) 675-3518 or (808) 675-3999  
Email address: [leilani.auna@byuh.edu](mailto:leilani.auna@byuh.edu)

### ***REPORT A CONCERN:***

If you have a concern to report go to <http://about.byuh.edu/reportaconcern>



## Introduction to Forensic Science (FORS 100) Course Outline Spring 2017

This schedule is subject to change: Changes, if any will be announced in class.

Week	Date	Chapter	Topic
1	7 Mar	1	Introduction
	9 Mar	2	Crime Scene
2	14 Mar	3	Physical Evidence
	16 Mar	4	Glass and Soil
3	21 Mar	5	Organic Analysis
	23 Mar	6	Inorganic Analysis
4	28 Mar	7	Microscope
	30 Mar	8	Toxicology
5	4 Apr	9	Drugs
	6 Apr	10	Serology
6	11 Apr	11	DNA
	13 Apr	12	Blood Spatter
7	18 Apr	13	Hair and Fiber
	20 Apr	14	Fire
8	25 Apr	15	Explosives
	27 Apr	16	Fingerprints
9	2 May	17	Firearms
	4 May	18	Questioned Documents
10	9 May	19	Computer Forensics
	11 May	NO CLASSES	Empower Your Dreams Conference
11	16 May	20	Future of Forensics Science
	18 May		Forensic Laboratory Tour
12	23 May		Presentations
	25 May		Presentations
13	30 May		Courtroom Procedure and Testimony
	1 Jun		Review
14	5 Jun- 7 Jun	Final Exam Days (our date TBA)	

# Course Listing

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- [Accounting](#) (ACCT)
- [Aerospace Studies](#) (AS)
- Anthropology » see [Cultural Anthropology](#) (ANTH)
- [Art](#) (ART)
- [ASL](#) (ASL)
- [Astronomy](#) (ASTR)
- [Biology](#) (BIOL)
- [Business Education](#) (BE)
- [Business Management](#) (BUSM)
- [Career Development](#) (CRDEV)
- [Chemistry](#) (CHEM)
- [Chinese](#) (CHIN)
- [Communications and Culture](#) (COMM)
- [Computer and Information Sciences](#)(CIS)
- [Computer Science](#) (CS)
- [Criminal Justice](#) (CRMJ)
- [Cultural Anthropology](#) (ANTH)
- [Economics](#) (ECON)
- [Education](#) (EDU)
- [Elementary Education](#) (ELED)
- [Emergency Management](#) (EMGT)
- [English](#) (ENGL)
- [English as an International Language](#) (EIL)
- [Entrepreneurship](#) (ENTR)
- [Exercise and Sport Science](#) (EXS)
- [Finance](#) (FIN)
- **[Forensic Science \(FORS\)](#)**
- [French](#) (FREN)
- [General Education](#) (GE)
- [Geography](#) (GEOG)
- [Geology](#) (GEOL)
- [Hawaiian](#) (HAWN)
- [Hawaiian Studies](#) (HWST)
- [Health](#) (HLTH)
- [History](#) (HIST)
- [Home Economics](#) (HEC)
- [Honors](#) (HON)
- [Hospitality and Tourism Management](#) (HTM)
- [Humanities](#) (HUM)
- [Information Systems](#) (IS)
- [Information Technology](#) (IT)
- [Instructional Media Development](#) (IMD)
- [Intercultural Peacebuilding](#) (IPB)
- [Interdisciplinary Studies](#) (IDS)
- [International Cultural Studies](#) (ICS)
- [International Teacher Education](#) (ITEP)
- [Japanese](#) (JPN)
- [Linguistics](#) (LING)
- [Maori](#) (MAOR)
- [Mathematics](#) (MATH)
- [Military Science](#) (MSL)
- [Music](#) (MUSC)
- [Oceanography](#) (OCEN)
- [Organizational Behavior](#) (ORGB)
- [Pacific Island Studies](#) (PAIS)
- [Philosophy](#) (PHIL)
- [Physical Science](#) (PHSC)
- [Physics](#) (PHYS)
- [Political Science](#) (POSC)
- [Psychology](#) (PSYC)
- [Public Management](#) (PMGT)
- [Religion](#) (REL)
- [Samoan](#) (SAMN)
- [Secondary Education](#) (SCED)
- [Social Work](#) (SOCW)
- [Sociology](#) (SOC)
- [Spanish](#) (SPAN)
- [Special Education](#) (SPED)
- [Student Development](#) (STDEV)
- [Teaching English to Speakers of Other Languages](#) (TESOL)
- [Theatre](#) (THEA)
- [Tongan](#) (TONG)
- [World Languages](#) (WLNG)

**FORS 100 Introduction to Forensic Science (3) (F,S)** A course designed for non-science students who are interested in exploring the field of forensic science. Basic concepts of forensic science will be discussed including crime scene investigation, DNA analysis, arson analysis, fingerprint analysis, drug analysis and trace evidence analysis; these topics may vary.