

ADMINISTRATION OF JUSTICE

SCHOOL OF SOCIAL AND BEHAVIORAL SCIENCES

Dean: Susan Corum

Academic Chair: Martha Stuffer

Faculty: Susan Boehmer; Joe Davis, Colin McCaughey; Rex McMillan; Richard Quintilone, J.D.

CURRICULUM

The department offers a wide range of courses that will enable students to find employment in various agencies of the administration of justice system. The curriculum is designed to acquaint pre-service and in-service students with the principles and practices of criminal justice in America. Involvement in courses offered each semester will provide a sound foundation for students intending to pursue careers or further study in law enforcement, corrections, supervision and administration, parole and court duties, private security, and pre-law programs.

The Irvine Valley College Administration of Justice Program is accredited by the California State Commission of Peace Officers Standards and Training (P.O.S.T.). The program also sponsors a chapter of Lambda Alpha Epsilon of the American Criminal Justice Association, a professional law enforcement association.

MAJOR

Local civil service regulations govern the appointment of police officers in practically all large and many small cities. Eligibility for appointment depends upon performance in competitive examinations as well as education and experience. Students at Irvine Valley College may earn either the Associate in Science degree or Certificate in Administration of Justice, with an emphasis in either Law Enforcement or Supervision.

DEGREE OPTION

- **Associate in Science Degree in Administration of Justice**
 - Law Enforcement Emphasis*
 - Supervision Emphasis*

Students must complete a minimum of 60 units of credit, including the courses in the major ("Major Requirements") and general education requirements (pages 56-61), with an overall GPA of 2.0 or better. A minimum of 12 units must be completed at Irvine Valley College. See pages 52-54 for further information.

CERTIFICATE OPTION

- **Certificate of Achievement in Administration of Justice**
 - Law Enforcement Emphasis*
 - Supervision Emphasis*

Students must complete all courses in the certificate program ("Major Requirements") with a grade of "C" or better. A minimum of 12 units in the certificate program must be completed at Irvine Valley College. See page 55 for further information.

TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree at Irvine Valley College may not be the same as those required for completing the major at a transfer institution offering a baccalaureate degree. Students who plan to transfer to a four-year college or university should (1) refer to the University Studies major (page 182) and "Transfer Planning" (page 63); (2) consult the catalog of their prospective transfer institution (see the IVC Transfer Center for assistance); and (3) schedule an appointment with an IVC counselor to develop a plan of study before beginning their program. It may be helpful to meet with the department faculty at IVC.

MAJOR REQUIREMENTS: ADMINISTRATION OF JUSTICE

ASSOCIATE IN SCIENCE DEGREE OR CERTIFICATE OF ACHIEVEMENT

LAW ENFORCEMENT EMPHASIS

Complete the following courses:	Units
AJ 2 Introduction to Administration of Justice	3
AJ 4 Criminal Law I	3
AJ 5 Community Oriented Policing/Community and Human Relations	3
AJ 102 Criminal Procedures	3
AJ 103 Introduction to Evidence	3

Complete 9 units from the following:	
AJ 105 Introduction to Investigation	3
AJ 106 Police Field Operations	3
AJ 107 Criminal Law II	3
AJ 108 Juvenile Law and Procedures	3
AJ 111 Law Enforcement Administration	3
AJ 112 Police Supervision	3
AJ 113 Constitutional Law and the Justice System	3
AJ 250 P.O.S.T. Certified—Arrest, Search, Seizure and Firearms	3
TOTAL UNITS:	24

SUPERVISION EMPHASIS

Complete the following courses:	Units
AJ 4 Criminal Law I	3
AJ 111 Law Enforcement Administration	3
AJ 112 Police Supervision	3
PSYC 1 Introduction to Psychology	3

Complete 12 units from the following:	
AJ 102 Criminal Procedures	3
AJ 103 Introduction to Evidence	3
AJ 105 Introduction to Investigation	3
AJ 106 Police Field Operations	3
AJ 107 Criminal Law II	3
AJ 108 Juvenile Law and Procedures	3
AJ 113 Constitutional Law and the Justice System	3
TOTAL UNITS:	24

Recommended Electives: ANTH 2, SOC 1.

COURSES

AJ 2: Introduction to Administration of Justice

3 Units

3 hours lecture

This course offers an introduction to the history and philosophy of the administration of justice system as it has evolved throughout the world. The course studies in depth the American system of criminal justice and its various subsystems; roles and role expectations of criminal justice agents; concepts of crime causation; criminal punishment and rehabilitation; and ethics, education, and training for professionalism in the criminal justice system. (CAN AJ 2) NR

AJ 4: Criminal Law I

3 Units

3 hours lecture

This course presents the philosophical and historical development of U.S. law and constitutional provisions. The course defines and classifies crimes and examines their applications to the system of administration of justice. Crimes against persons, property, and the state are explored in relation to social, religious, and historical ideology. The course includes an examination of legal definitions, legal research and writing, and a brief introduction to laws of arrest and criminal procedure. (CAN AJ 4) NR

AJ 5: Community-Oriented Policing/Community and Human Relations

3 Units

3 hours lecture

This course examines community-oriented policing and problem solving, focusing on the central concepts of implementation and application of a community-oriented policing model. The roles of the chief executive, administration, and police officers will be examined as well as techniques for building positive relationships between police and minorities, drug and gang relations, domestic relations, and special populations. NR

AJ 102: Criminal Procedures

3 Units

3 hours lecture

This course traces legal processes from pre-arrest and arrest through trial, sentencing, and correctional procedures. The course reviews the history of case and common law; examines the laws of arrest, search and seizure; examines legal interpretations as reflected in court decisions; and studies case law methodology and case research in order to demonstrate how decisions impact upon the procedures of the justice system. NR

AJ 103: Introduction to Evidence

3 Units

3 hours lecture

This course studies the origin, development, philosophy, and constitutional basis of the rules of evidence; constitutional and procedural considerations affecting arrest, search, and

seizure; kinds and degrees of evidence and rules governing admissibility; and judicial decisions interpreting individual rights. Case studies will be examined for practical use. NR

AJ 105: Introduction to Investigation

3 Units

3 hours lecture

This course introduces the fundamentals of investigation, including techniques of crime scene search and recording; collection and preservation of physical evidence; modus operandi; and follow-up investigation. (CAN AJ 8) NR

AJ 106: Police Field Operations

3 Units

3 hours lecture

This course presents an overview of patrol operations, tracing the development of patrol philosophy, field procedures, and field and courtroom duties. Students prepare for field activities to include performing patrol, traffic and preliminary investigative duties; handling requests for services; conducting field interviews, searches, and arrests; handling traffic-related problems; and interceding in civil and domestic disturbances and other community crime incidents. NR

AJ 107: Criminal Law II

3 Units

3 hours lecture

This course examines the critical elements of federal, state, and relevant administrative laws as they affect the rights and duties of citizens. Major emphasis is on the interpretation and enforcement of provisions of the California Penal, Welfare and Institutions, Health and Safety and Vehicle Codes. Judicial limitations on the powers of peace officers will be critically examined, such as constitutional restraints on peace officers' arrest, search and seizure powers. NR

AJ 108: Juvenile Law and Procedure

3 Units

3 hours lecture

This course covers the history and philosophy of juvenile law; the role of police and juvenile officers in handling juvenile offenders and preventing or repressing delinquency; techniques and procedures involved in apprehending and prosecuting juvenile cases; and the relationship between community agencies and juvenile officers. NR

AJ 111: Law Enforcement Administration

3 Units

3 hours lecture

This course studies organizational elements and administration in the criminal justice system. The course addresses such structural elements as planning, staffing, records, budget, processing of grievances, and personnel discipline techniques. NR

AJ 112: Police Supervision

3 Units

3 hours lecture

Administration of Justice 112 examines the role and responsibility of the supervisor in law enforcement agencies. The course addresses organization, administration, management, employee discipline, training, performance rating, techniques of leadership, and personnel complaint investigations. NR

AJ 113: Constitutional Law and the Justice System

3 Units

3 hours lecture

Recommended Preparation: AJ 2

This course evaluates the constitutional origins of criminal laws and their relationship to law enforcement. The particular emphasis of the course is on the constitutional protections provided by the First, Fourth, Fifth and Sixth amendments of the Bill of Rights and their impact on the process of law enforcement. NR

AJ 119: Introduction to Corrections

3 Units

3 hours lecture

This course is a survey of correctional science. The course examines the historical development of corrections as a subsystem of the criminal justice system; current concepts and practices; explanations of criminal behavior; and functions and objectives of the criminal justice system concerned with institutional, probation, and parole processes as they modify the offender's behavior. Professional career opportunities in public and private agencies are explored. NR

AJ 161: Vice, Narcotics and Organized Crime

3 Units

3 hours lecture

This course studies the interrelations of organized crime and the community; the impact of covert criminal activities upon the social structure; symptoms of organized crime activity, i.e. narcotics and white-collar crime; political influences in the legal system; and the management of crime control units. NR

AJ 250: P.O.S.T. Certified-Arrest, Search, Seizure, and Firearms

3 Units

2.5 hours lecture, 1.5 hours lab

Recommended Preparation: AJ 2

This Police Officer Standards and Training (P.O.S.T.) course is designed to orient newly assigned peace officers defined under Section 832 of the Penal Code. The course covers laws and techniques of arrest, search, and seizure; the practical aspects of firearms use; and other specialized training as may be necessary. Students will be responsible for their own range fees and ammunition. Open to all students. NR