**Crime Scene Investigation: Certificate of Achievement**

**Department Program:** Administration of Justice & Fire Science

**Department Chair:** James Connors

**Meeting:** November & December, 2018 (ONLINE)

**Faculty:** Mary Juno, MSc., [mjuno@ccsf.edu](mailto:mjuno@ccsf.edu)

**Advisory Board Members**

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| **Name** | **Position** | **Agency** | **Contact** |
| Jamin Creed | Sergeant of Police | Oakland Police Department | [jamincreed@gmail.com](mailto:jamincreed@gmail.com) |
| Mariiyn Epp | Program Director, Public Safety | University of Maine, Fort Kent | [eppmfe@gmail.com](mailto:eppmfe@gmail.com) |
| Sarah Fisher | Student | CCSF | [sfishe13@mail.ccsf.edu](mailto:sfishe13@mail.ccsf.edu) |
| Jeremiah Garrido | Criminalist | Santa Clara County D.A. Crime Lab | [jgarrido@lab.sccgov.org](mailto:jgarrido@lab.sccgov.org) |
| Kourosh Nikoui | Certified Latent Print Examiner | Nikoui and Associates | [knikoui@me.com](mailto:knikoui@me.com) |
| Anne-Marie Toensing | Supervising Criminalist | San Mateo Country Sheriff’s Office Forensic Lab | [AMToensing@smcgov.org](mailto:AMToensing@smcgov.org) |
| Jeremy Verinsky | Chief Deputy | Santa Cruz County Sheriff’s Office | [jeremyv10@gmail.com](mailto:jeremyv10@gmail.com) |
| Lauren Zephro, PhD | Forensic Services Director | County of Santa Cruz Sheriff -Coroner | [|lauren.zephro@santacruzcounty.us](mailto:%7Clauren.zephro@santacruzcounty.us) |

Documents provided to Board Members:

* Course Outlines: ADMJ 52, 57, 63, 66, 68, 69
* Program Outline
* CSI Cert Narrative
* CSI Program FAQ
* CSI LMI (BACCC)

Program Student Learning Outcomes:

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| 1. Apply knowledge of sequential fingerprint development techniques for porous and non-porous surfaces. 2. Display foundational knowledge in the history of forensic science, the structure and organization of crime labs and crime scene units, the analytical processes and procedures used, the sub-disciplines and contributing sciences of forensic science, and the types of evidence encountered. 3. Articulate a realistic perspective of the field of forensic science and crime scene investigation, including the roles of forensic and investigative personnel, their separate duties and how they work together, the nature of the work, its limits, challenges, and successes. 4. Write clear, mechanically correct, detailed, descriptive and effective police and crime scene reports. 5. Apply critical thinking, logic, and the scientific method to investigating crime scenes. 6. Demonstrate practical skills and competence in recognizing, documenting, collecting, and preserving evidence at a variety of crime scenes. |

Review and feedback regarding of Student Learning Outcomes:

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| Several advisors stressed the importance of **Outcome #6**, especially photography skills, and suggested that we develop a class dedicated to forensic photography (in the future).  “…I also agree with Anne-Mary and others who suggested that we need to include evidence/latent print photography to the curricula as it is of utmost importance in the field and in the lab. Proper Latent print/evidence photography is a major challenge even for most seasoned and experienced latent print examiners and CSIs. Any great CSI training program must contain a good forensic photography module at its core. The photography course should contain segments on digital camera operations as well as a variety of lighting techniques and other post-production techniques, such as the use of image enhancement software, Photoshop, etc.”  “Photography training is critical. I see that you have it included in the CSI class, but I would incorporate it into the forensic evidence and fingerprint classes, and anywhere else you can.  Specifically, photography is the foundation from which most of our work springs and experience with real cameras is sorely lacking with our new applicants.”  “+ 3 unit photography course”  Several advisors stressed the importance of **Outcome #4**. Two advisors suggested we add a courtroom testimony module to ADMJ 68 or 69.  “My primary concern would be covering courtroom testimony somewhere in the curricula. In my experience, this was the one area that non-sworn staff struggled with (and feared) the most. Sworn staff, by comparison, spend a great deal of time in court (not that they couldn’t use a primer on courtroom testimony either). From a legal perspective, the term “forensic” means that it will withstand legal challenge in court. The two most important things to accomplish that are good report writing and competent testimony. I’ve found that the better you are at both of those, the less testifying you actually have to do.”  “I echo the testimony suggestion. At the very least, students need to experience simultaneously being uncomfortable, embarrassed  and accountable for accurate information.”  Regarding **Outcome #1**: Several advisors suggested we incorporate additional latent development techniques, as well as digitally capturing fingerprints and fingerprinting dead bodies.  “There were several mentions regarding fingerprint processing of porous and non-porous material. We may need to include semi-porous surfaces there as well. Beside fingerprint powder processing, other chemical and physical latent print development techniques should also be included.”  “In the fingerprint class, a module on taking fingerprints, including development and recording of postmortem prints, would round out the syllabus. It seems like it would be a no brainer, but many prospective CSIs are really afraid of dead bodies.”  Other suggestions, comments, questions:   * Include something on ethics for LE and emotional self care for LE. * Require a fieldtrip to a crime lab in ADMJ 66 or 69. * The use of fluorescent light sources, such as UV/IR, ALS and laser in detection of physical evidence such as fingerprints, fibers, biological, etc. should be included. * Intro (discussion or mention) advanced documentation – drones, 3-D laser scanner etc. * 52 and 57: Are these courses needed? |

Review and Feedback related to Core Indicators and Labor Market Information:

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| Advisors did not comment much on Labor Market Data. One advisor wanted to emphasize that “…a certificate will not get students a job in a crime lab,” (this is already stated in the program FAQ), “though it will certainly improve their chances of getting a civilian CSI position.”  “We have some evidence techs [where I work] that have only a GED or high school diploma, because that’s all we require. Some transferred from other city departments with no experience at all. NONE. Then they get 2 weeks of on the job training and a few months in FTO and they’re cut loose. They have no idea what they’re doing or why they’re doing it…. We’d love to get some applicants who have this certificate.”  “The requirements to get a job as a CSI are too low. This certificate won’t change that, but it will improve the applicant pool.” |

Overall feedback:

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| Advisors were very pleased overall with this certificate program. They appreciated all of the courses, and the thought and effort that went into its development. |

Planned action steps based on feedback:

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| 1. We hope to get this certificate approved by the State asap so we can 2. begin to offer it officially, 3. grant students the credential who have already completed the required coursework, and 4. begin to assess the efficacy of the program. 5. Next year, the substantive changes suggested by the advisory board may be incorporated into the program. For example: 6. Change title of ADMJ 69 to Crime Scene Investigation (more emphasis on crime scene processing, less on photography) 7. Replace one course in program (52 or 57?) with photography course (see below), or add 3 units to this certificate 8. Develop new course: Crime Scene and Evidence Photography 9. Add more latent print development techniques to ADMJ 63 10. Add photography of latents to ADMJ 63 |