COURSE OUTLINE

Administration of Justice 110 Principles and Procedures of the Justice System

I. Catalog Statement

Administration of Justice 110 presents an in-depth study of the role and responsibilities of each segment within the administration of justice system: Law enforcement, judicial corrections. A past, present, and future exposure each sub-system procedure from initial entry to final disposition and the relationship each segment maintains with its system members. There will be special emphasis on the judicial processes.

Total Lecture Units: 3.0 **Total Course Units: 3.0**

Total Lecture Hours: 48.0

Total Faculty Contact Hours: 48.0

II. Course Entry Expectations

Skills Level Ranges: Reading 5; Writing 5; Listening/Speaking 5; Math 1.

III. Course Exit Standards

Upon successful completion of required coursework, the student will be able to:

- 1. analyze a case and write a case brief on assigned cases, using the accepted form and writing at a level satisfactory to the instructor;
- 2. analyze legal concepts and making rational decisions about the prosecution of a case through the system and be able to satisfactorily pass objective and essay tests to the satisfaction of the instructor:
- 3. synthesize the basic processes in the different agencies of the system and articulate logically the best steps in preparing a case.

IV. Course Content

Total Faculty Contact Hours = 48

A. Judicial Systems

3 hours

- 1. Magna Carta
- 2. California Constitution
- 3. California Court System
- 4. Jurisdiction
- 5. Civil vs. criminal courts
- 6. Court organization and procedures

В.	Bail 1. Offenses bailable 2. Procedures upon arrest 3. Increasing and decreasing bail 4. Bail bondsmen 5. Forfeitures	3 hours
C.	Extradition and Rendition 1. Interstate and international 2. Extradition Act 3. Procedures in handling 4. Waiver of extradition	3 hours
D.	Warrants and Civil Processes 1. Service by courts and law enforcement 2. Bench warrants 3. Coroner warrants 4. Fugitive warrants 5. Out-of-State and telegraphic warrants 6. Civil processes by sheriffs and other law enforcement agencies	3 hours
E.	Search Warrants 1. When issued 2. Basis 3. Probable cause 4. Execution 5. Return of property aspects 6. Searches incident to arrest	3 hours
F.	 Methods of Securing Complaints and Indictments 1. City attorney complaints procedure 2. Methods of arraignments in various courts and for different crimes 3. Information compared to indictments 	3 hours
G.	Grand Jury 1. Qualification and selections of jurors 2. Method of presenting evidence 3. Voting true bill 4. Waving preliminary examination	3 hours
H.	Preliminary Examination 1. Purposes of such examination 2. Arraignments 3. Waiver of preliminary examination 4. Amount of evidence required 5. Procedure in court as to: a. Trail b. Disposition c. Holding to answer	3 hours

(4) Conditions

	6. Dismissals	
I.	 Methods of Examination, Prosecution, and Defense Voir Dire Types of examination during prosecution a. Direct b. Cross c. Redirect Rebuttal Judge's charge and instructions to jury Rights to jury trial, waiver, selection of jurors Challenges 	3 hours
J.	Writs 1. Habeas corpus 2. Mandamus 3. Prohibition 4. Coram nobis (motion to set aside) 5. Demurrers	3 hours
K.	Motions 1. To set aside 2. Waivers 3. Amendments to pleading 4. To set aside judgment	3 hours
L.	Procedures Before and After Verdict	3 hours
M.	Appeals 1. What is appealable 2. By defendant 3. By people 4. Notice of stay of execution 5. Bail 6. Rehearings 7. Retrials	3 hours
N.	Sentencing and Alternatives 1. Sentencing a. Penalties b. Fine vs. imprisonment c. Death sentence d. Degrees of crime 2. Clemency a. Application for probation (1) Hearing for (2) Modification (3) Revocation	3 hours

b. Clemency by judge (death to life on murder, for example)

O. Juvenile Court Procedures

3 hours

- 1. California Youth Authority Act
- 2. Procedure in handling juveniles
- 3. Declaration of unfitness
- 4. Rehabilitative concepts

P. Sexual Psychopath Proceedings

3 hours

- 1. Sexual psychopath act
- 2. Sexual abnormal act

V. Methods of Instruction

The following instructional methodologies may be used in the course:

- 1. lecture;
- 2. multimedia;
- 3. individual and group projects.

VI. Out of Class Assignments

The following out of class assignments may be used in the course:

- 1. homework and situational problem solving;
- 2. group project presentation;
- 3. individual student research project focusing on a specific aspect of court procedures.

VII. Methods of Evaluation

The following methods of evaluation may be used in the course:

- 1. term paper and collateral readings;
- 2. discussions;
- 3. quizzes;
- 4. mid-term examination;
- 5. final exam.

VIII. Textbooks

Worrall, John L. Criminal Procedure (Brief), [Current Edition]. U. Side River, NJ: Prentice Hall, 2013.

10th Grade Reading Level ISBN: 9780132817813

Worrall, John L. *Criminal Procedure (Digital)*, [1st Edition]. U. Side River, NJ: Pearson Education, 2013.

10th Grade Reading Level ISBN: 9780133067934

IX. Student Learning Outcomes

- 1. Student will be able to analyze a case and write a case brief.
- 2. Student will be able to analyze legal concepts and make rational decisions about the prosecution of a case through the system.
- 3. Student will be able to synthesize the basic processes in the different agencies of the system.
- 4. Student will be able to logically articulate the steps in preparing a case.