

**CRIMINAL JUSTICE PROGRAM**  
**COURSE SYLLABUS**  
**2009-2010**

**GENERAL COURSE INFORMATION:**

Title: Special Topic / Forensic Art

Course Number: **CJSA 1393**

Class Meeting Time: MW 11:10am -12:30 pm, beginning January 11, 2010

**INSTRUCTOR INFORMATION:**

Name: Suzanne Baldon  
Office Address: ESEC 221  
Telephone #: 254-299-6505  
E-Mail Address: sbaldon@mclennan.edu  
Office Hours: By appointment

**COURSE DESCRIPTION:**

In this science-based Criminal Justice course, students will practice the forensic art reconstruction techniques that are used for the postmortem identification of persons and the identification/location of missing or wanted individuals, including age progressions, reconstructive and composite drawings, clay construction of a skull and muscles, and clay reconstruction of appearance on a plastic skull model. Students will use pencil and paper to create imagery in two-dimensions and modeling clay to reconstruct craniofacial appearance in three dimensions. Prerequisite: CRIJ 1301 with a grade of C or better or with approval of program director. Semester Hours: 3 (3 lec.)

**TEXTBOOK AND MATERIAL:**

Required Text: Forensic Art and Illustration by Karen T. Taylor  
Additional readings will be provided by the instructor.

Suggested Text: How to Draw the Human Head, Techniques and Anatomy by  
(Not Required) Louise Gordon

**POLICIES AND PROCEDURES:**

**MCC Attendance Policy:**

Regular and punctual attendance is expected of all students, and each instructor will maintain a complete record of attendance for the entire length of each course, including online and hybrid courses. Students will be counted absent from class meetings missed, beginning with the first official day of classes. Students, whether present or absent, are responsible for all material presented or assigned for a course and will be held accountable for such materials in the determination of course grades. In the case of online and hybrid courses, attendance will be determined in terms of participation, as described in the course syllabus.

Absence from 25 percent of scheduled lecture and/or laboratory meetings will be taken as evidence that a student does not intend to complete the course, and the student will be withdrawn from the course with a grade of W. The instructor may reinstate the student if satisfied that the student will resume regular attendance and will complete the course. If the student's 25 percent absences are reached after the official drop date, the instructor may assign a W, if the student is passing and requests to be withdrawn. However, if a student who is not passing reaches the 25

percent point after the official drop date, the student will receive an F. In extenuating circumstances, the instructor may assign a W to a student who is not passing.

Each absence will count toward attendance requirements in each course.

Students will be permitted to make up class work and assignments missed due to absences caused by (1) authorized participation in official College functions, (2) personal illness, (3) an illness or a death in the immediate family, or (4) the observance of a religious holy day. Also, the instructor has the prerogative of determining whether a student may make up work missed due to absences for other reasons. It is the student's responsibility to inform the instructor of the reason for an absence and to do so in a timely fashion.

### Student Absences on Religious Holy Days

McLennan Community College shall excuse a student from attending classes or other required activities including examinations for the observance of a religious holy day, including travel for that purpose. Students are required to file a written request with each instructor for an excused absence. A student whose absence is excused for this observance may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. Religious holy day means a holy day observed by a religion whose places of worship are exempt from property taxation under the Texas Tax Code. McLennan Community College may not excuse absences for religious holy days which may interfere with patient care.

Note: Students interested in seeing the class attendance policy in its entirety should check the Highlander Guide or the MCC policy manual.

### **ADA Statement:**

In accordance with the requirements of the Americans with Disabilities Act (ADA), and the regulations published by the United States Department of Justice 28 C.F.R. 35.107(a), MCC's designated ADA co-coordinators, Mr. Gene Gooch - Vice President, Finance and Administration and Dr. Santos Martinez – Vice President, Student Services shall be responsible for coordinating the College's efforts to comply with and carry out its responsibilities under ADA. Students with disabilities requiring physical, classroom, or testing accommodations should contact Mr. Marcus Sweatt, Disabilities Specialist, at 299-8122 or [msweatt@mclennan.edu](mailto:msweatt@mclennan.edu).

### **Ethics:**

#### Classroom Decorum

- A. Disturbances in the classroom, which include talking during class, will not be tolerated.
  1. Students disturbing the class will be requested to leave the classroom.
  2. Continued disregard for classroom decorum will result in the student being dropped from the class rolls.
  3. Cheating during tests or where related to a term paper will result in the student being given a **FAILURE** for the course, and dropped from the class rolls.

**Attendance:** Be in class and be on time! Absences will jeopardize your successful completion of course goals and requirements. If you must be absent, contact your instructor with your excuse as soon as possible and arrange to stay current with assignments. It is the student's responsibility to get missed notes from your study buddies, complete missed assignments and to arrange with the instructor to make-up any missed exams, readings, videos, and work. You should ask the names, phone numbers and email addresses of classmates to establish a "study-buddy" network for notes, observations and teamwork.

### **METHOD OF INSTRUCTION:**

- A. The course will be composed primarily of lectures and hands-on practice of forensic art.
- B. Class discussion will be required. At least one group project will be required.
- C. Articles, news items from the media and professional publications, websites, films, slides and videotapes will be used and discussed.

### **EVALUATION/GRADING:**

A. Grades will be based on the student's demonstrated use and understanding of the techniques, which will include a portfolio of drawings, practices, assignments, class work, and photos of clay projects (80%) and occasional quizzes (20%). Artistic talent may be useful, but is not necessary for successful application of these techniques. Therefore students with no artistic experience will begin the class with the same potential for success as students with prior art training. In the case of a missing face, effectiveness is more important than beauty.

#### **B. Course Grading**

- 1. 100 - 90 = A  
89 - 80 = B  
79 - 70 = C  
69 - 60 = D  
59 - 0 = F

#### **2. "C" Grades**

Requirement No. 3 for the Associate Science (AAS) Degree - Page 79 of MCC Catalogue: A minimum grade of C or better will be required in each major course completed. A major course is a course that had the prefix of the program (i.e. CRIJ for courses in Criminal Justice program degrees or certificate). A minimum grade of C will be required for related courses when specified in the catalogue course description as a prerequisite.

Requirement No. 4 for the Associate Applied Science (AAS) Degree - Page No. 79 of the MCC Catalogue:

A minimum grade of C or better will be required for courses transferred or substituted to satisfy degree requirements. Applied only to major courses or prerequisites for major courses.

**STUDENT WITHDRAWAL FROM A COURSE:**

- A. Students should consult their instructor or advisor before dropping a course.
- B. Failure to attend class is not tantamount to dropping a course.

**COURSE COMPETENCIES:**

Appropriate workplace competencies and foundation skills identified by the Secretaries Commission on Achieving Necessary Skills (SCANS) are integrated into the following objectives/competencies.

**COURSE OBJECTIVES:**

Upon successful completion of this course, the student will:

1. Obtain an introduction to the techniques used in Forensic Art.
2. Explore methods that could aid in the identification of deceased persons whose physical remains are found in diverse conditions and how to apply these techniques for looking at human behavior and appearance, e.g., in criminal activity, accidents, historical research, and in displaying the human face and neck.
3. Demonstrate the techniques to reconstruct appearance from remains, use eye-witness reports, and project possibilities of appearance by means of making age progressions. This course should enhance the skills of the anthropologist and sociologist, serious portraitist and art student, bio-chemistry and biology student on the forensic investigations track, criminal investigator and those working for justice through the court system, as well as history, psychology, and interdisciplinary studies students. The hands-on practices should enable the students to *perceive* concepts that they study in various disciplines.
4. Develop critical thinking skills as a way to attain higher-level thinking and reading skills essential in a culture of diverse and contradictory opinions. It is important to consider every variety of opinion in an attempt to determine the truth. Opinions from the mainstream of society will be examined. Also considered are opinions that may be radical, reactionary or minority as well as those stigmatized by some other uncomplimentary label. Students will approach this course with their own opinions on the issues. To have a good grasp of one's own viewpoint, it is necessary to understand the arguments of those with whom one disagrees. It can be said that those who do not completely understand their adversary's opinion do not fully understand their own.

McLennan Community College is determined to prepare you with the knowledge and skills you need to succeed in today's dynamic work environment. Towards this end, the following workplace competencies and foundation skills have been designed into the curriculum for:

**CRIMINAL JUSTICE PROGRAM:**

**COMMON WORKPLACE COMPETENCIES**

<b>Manage Resources:</b>	Time / Money / Materials / Space / Staff
<b>Exhibit Interpersonal Skills:</b>	Work on teams/ Teach others / Serve customers / Lead work teams/ Negotiate with others
<b>Work with Information:</b> communicate data	Acquire & evaluate data / Interpret &
<b>Apply Systems Knowledge:</b>	Work within social systems / Work within technological systems / Work within organizational systems / Monitor & correct system performance / Design & improve systems
<b>Use Technology:</b>	Select equipment and tools

**FOUNDATION SKILLS**

<b>Demonstrate Basic Skills:</b>	Arithmetic & Mathematics / Speaking / Listening
<b>Demonstrate Thinking Skills:</b>	Creative thinking / Decision making / Problem solving / Thinking logically
<b>Exhibit Personal Qualities:</b>	Self-esteem / Self-management / Integrity

**COURSE SCHEDULE**

**The instructor reserves the right to make necessary changes to this document and our course schedule/outline (subject to needs-based adjustment) with appropriate notice given to the students. Spring break is not counted in the weeks: March 8-12.**

**BASIC COURSE OUTLINE:**

**Weeks, Text Chapters in Class,  
Supplies Needed:**

Overview of Forensic Art (how used, examples, history; discuss term paper prospectus, supplies and syllabus)	1 <sup>st</sup> week, Taylor: Chapters 1 & 2, Textbook, note and drawing supplies <i>Hint: This book is an easy read. Go ahead and read the whole text and start practicing your drawing.</i>
Faces Anatomy / landmarks  head types / features / dentition	2 <sup>nd</sup> week, Taylor: Chapters 3 & 4, Textbook, note, drawing supplies, and map pencils  <i>Hint: At every available moment, during lectures and while watching videos, for example, your hands</i>
ethnicity	<i>should be moving, either taking notes or sketching.</i>

male / female	<i>Practice drawing shapes and spaces between shapes. Don't worry if it looks like anything!</i>
expressions	
Drawing	3 <sup>rd</sup> week, Taylor: Chapter 4
materials / tools	Textbook, note and drawing supplies
styles	
lighting	
proportions / anatomical features	
& anomalies	
accessories	
drawing skills	
Skulls	4 <sup>th</sup> , 5 <sup>th</sup> , 6 <sup>th</sup> , & 7 <sup>th</sup> weeks
construction	Taylor: Chapt 3 & 11 Textbook, clay and tools, aluminum foil, skull stand for each student & skull model (several can share model at this time to copy model in clay)
Interviewing / Ethics / Composite Imagery / Computer Discussion	8 <sup>th</sup> week, Taylor: Chapt 5 & 6 Textbook, note and drawing supplies for composite drawing exercises
<b>Term paper prospectus due.</b>	
Age Progression	9 <sup>th</sup> week, Taylor: Chapt 7, 8 & 9
craniofacial growth / aging	Textbook, note and drawing supplies
image assessment/modification	
Postmortem Drawing	10 <sup>th</sup> week, Taylor: Chapt 10 & 12
peri/postmortem changes	Textbook, note and drawing supplies
animals	
trauma	
clues from postcrania	
working with forensic anthropologists	
Skulls	11 <sup>th</sup> , 12 <sup>th</sup> , 13 <sup>th</sup> , & 14 <sup>th</sup> weeks
reconstruction	Taylor, Chapt 11 & 13
measurement of markers / landmarks	Textbook and clay supplies,
2D vs 3D / clay	skull stand & skull model for each
Discuss: Superimposition/ Review of Ethics and	15 <sup>th</sup> week, Taylor: Chapt 14, 15, 16, 17&18

Technology/ Broadcast Media / and  
Legal Responsibilities.  
Work on 2D reconstruction drawing.

Textbook, note and drawing supplies  
Supplies for any project you need to  
complete.

Final Exam Week: Projects due.  
**May 3**

16<sup>th</sup> week: Turn in projects and  
portfolios.