

McLennan C O M M U N I T Y C O L L E G E

WACO, TEXAS

COURSE SYLLABUS AND INSTRUCTOR PLAN

**FORENSIC ART
CJSA_1372_75**

SUZANNE BALDON

NOTE: This is a 16-week Blended/Hybrid course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals. We are also concerned for your safety. We are working through COVID-19 guidelines to make sure we offer a safe environment for you and our faculty. This will include smaller class sizes to manage social distancing and proper cleaning techniques. You will have the advantage of a physical classroom experience but may also need to work part of the time online as we adjust to limited classroom capacity. This will also allow us the flexibility to move online if so directed by federal, state and/or local COVID 19 guidelines. Faculty and staff are preparing now to ensure that you have the best experience in the midst of these uncertain times.

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Course Description:

In this science-based Anthropology course, as it relates to Criminal Justice, 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. Semester Hours: 3 (3 lec.)

Prerequisites and/or Corequisites:

CRIJ 1301 with a grade of C or better or approval of the program director.

Course Notes and Instructor Recommendations:

Hint: Our text book by Karen T. Taylor is an easy read. Go ahead and read the whole book and start practicing your drawing. Your practice sketches will go into your portfolio.

Instructor Information:

Instructor Name: Suzanne Baldon
MCC E-mail: sbaldon@mclennan.edu
Office Phone Number: 254.299.6505
Office Location: ESEC 216

Office/Teacher Conference Hours: MW3:00-5:00, T4:30-5:00, TH4:00-5:00,
F2:00-5:00

Other Instruction Information: Advising by appointment; call Glenda at 254.299.6502 to make an appointment or schedule additional conference time.

Required Text & Materials:

Title: *Forensic Art and Illustration*
Author: Karen T. Taylor
Edition:
Publisher: CRC Press
ISBN: 0849381185

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

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Methods of Teaching and Learning:

The course will be composed primarily of lectures and hands-on practice of forensic art. Class discussion will be required. At least one group project and one individual project will be required. A portfolio of the work done during the semester will be required. Articles, news items from the media and professional publications, websites, films, slides and videos will be used and discussed. There will be three take home quizzes that are posted on Brightspace.

Course Objectives and/or Competencies:

Students will 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 and archaeological research, and in displaying the human face and neck. They will demonstrate the techniques to reconstruct appearance from remains, use eye-witness reports to locate suspects, 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.

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 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.

Through classroom discussion students can develop critical thinking skills as a way to attain higher-level thinking and promote reading skills essential in a culture of diverse and contradictory opinions.

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Course Outline or Schedule:

Welcome to our class! This is a face to face class, but I may make announcements, send messages, and post items of interest for you in the Brightspace format. Please check Brightspace regularly and after absences from our classroom. The instructor reserves the right to make necessary changes to this document with appropriate notice given to students, for example, depending on events and guest speakers available. Please get to know study buddies in the class whom you can contact in order to find out what you may need to know in case you are absent for any reason and to form study groups for assignments. It is the student's responsibility to stay aware of class activities.

Hint: Read your chapters ahead of time because during most of our class meetings we'll be practicing our techniques. Regular class meetings are TTH from 12:40-2:00pm.

Jan 12 & 14 Introductions, Overview of Forensic Art, Chapters 1 & 2
 Faces, Chapters 3 & 4

Hint: Practice drawing shapes and spaces between shapes. Don't worry if it looks like anything! At every available moment, during lectures and while watching videos, for example, your hands should be moving, either taking notes or sketching. Keep practicing!

Jan 19 & 21	<i>Quiz 1-4</i>	Drawing, Chapter 4. Begin work on quiz posted in Brightspace.
Jan 26 & 28		Construct Clay Skulls and Add Muscles, Chapters 3 & 11
Feb 2 & 4		Construct Clay Skulls and Add Muscles, Chapters 3 & 11
Feb 9 & 11		Construct Clay Skulls and Add Muscles, Chapters 3 & 11
Feb 16 & 18		Construct Clay Skulls and Add Muscles, Chapters 3 & 11
Feb 23 & 25	<i>Quiz 5-6</i>	Interviewing/Ethics/Composite Imagery, Chapters 5 & 6
		Age Progression, Chapters 7, 8 & 9
Mar 2 & 4		Turn in first quiz and begin second quiz posted in Brightspace.
		Postmortem Drawing, Chapters 10 & 12
Mar 8-12	<i>Enjoy!</i>	<i>Spring Break! Do not come to class!</i>
Mar 16 & 18	<i>Quiz 7-10</i>	Facial Reconstruction 3-D, Chapters 11, 12 & 13
		Turn in second quiz and begin third quiz posted in Brightspace.
Mar 23 & 25		Facial Reconstruction 3-D, Chapters 11, 12 & 13
Mar 30 & Apr 1		Facial Reconstruction #D, Chapters 11, 12 & 13
April 6 & 8		Superimposition/Review of Ethics and Technology/Broadcast Media/and Legal Responsibilities. Chapters 14, 15, 16, 17&18
April 13 & 15		Facial Reconstruction 3-D, Chapters 11 & 13
April 20 & 22		Facial Reconstruction 3-D, Chapters 11 & 13

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April 27 & Apr 29

Facial Reconstruction 3-D, Chapters 11 & 13

May 4 *Finals*

Portfolios and Projects Due, Portfolio Counts for Final Exam.

Course Grading Information:

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 (70%) and the average of three quizzes (15%). 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.

The remaining 15% of the grade will be attributed to attendance and participation, which includes the students' contribution to discussions, willingness for respectful involvement, and decorum exhibited during interactions with other students and the instructor.

If I decide it is necessary to curve the grade distribution, this will be done at the end of the course, after all the exams have been taken. Your grade will never be lowered by curving; you will always receive your "straight-scale" grade or better.

Course Grading:

100 - 90 = A

79 - 70 = C

59 - 0 = F

89 - 80 = B

69 - 60 = D

Plagiarism the unacknowledged borrowing of information, wording, organization, or ideas. Whether the original source is public (e.g., a newspaper, book, journal article, the Web) or private (e.g., a classmate's paper), you need to indicate your indebtedness to it. Where you repeat the exact language of your source, you must treat the borrowed material as a quotation and place it within quotation marks. However, by *merely changing a few words or the word order or by paraphrasing, you do not avoid plagiarism*. In the case of plagiarism, the instructor has the right to give the student a "zero" for the assignment. In the case of cheating during the course of a test or unauthorized collaboration on a writing project, the instructor reserves the right to give the student a "zero" for the test or assignment. Citation style guides are available at the Purdue Online Writing Lab: https://owl.purdue.edu/owl/purdue_owl.html.

Late Work, Attendance, and Make Up Work Policies:

A student who is unable to take a scheduled test or turn in an assignment on the scheduled date must contact the instructor as soon as possible to explain why they were/will not be able to take the test or complete the assignment. The student who fails to take a test on the scheduled date

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must arrange a date with the instructor to take the make-up test. The type, format, and schedule of make-up test and assignment content will be at the discretion of the instructor. Failure to take the make-up examination or complete assignment criteria will result in an automatic "F" for that particular test or assignment. If you need to drop the course, please speak with the instructor. Do not assume that you have been dropped because you stopped attending.

Student Behavioral Expectations or Conduct Policy:

Behavior guidelines are outlined in the "Conduct Policy" portion of the Highlander Student Guide. Any behavior which disrupts the learning process will be grounds for dismissal from the class. Cell phones and laptops are permitted if the student is using those resources for the purposes of our class. If child care is a problem, please confer with Student Services for alternatives to avoid bringing children to class. Students are expected to follow the General Conduct Policy in the Highlander Student Guide.

*** [Click Here for the MCC Academic Integrity Statement](#)**

(www.mclennan.edu/academic-integrity)

The link above will provide you with information about academic integrity, dishonesty, and cheating.

*** [Click Here for the MCC Attendance/Absences Policy](#)**

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

** You will need to access each link separately through your Web browser (for example: Mozilla Firefox, Chrome, Microsoft Edge or Safari) to print each link's information.*

McLennan

C O M M U N I T Y

COLLEGE

ACADEMIC RESOURCES/POLICIES

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a success coach by calling (254) 299-8226. Students can visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a success coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be contacted/notified through your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

* [Click Here for the Minimum System Requirements to Utilize MCC's D2L|Brightspace](https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html)
(<https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html>)

Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with her/his students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails.

Forwarding Emails:

You may forward the emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may become lost or placed in junk or spam filters.

Accommodations/ADA Statement

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. Instructors should not provide accommodations unless approved by the Accommodations Coordinator. For additional information, please visit mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

* [Click Here for more information about Title IX](http://www.mclennan.edu/titleix)
(www.mclennan.edu/titleix)

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at

titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Equity & Inclusion/Title IX) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting the following website: <http://www.lighthouse-services.com/mclennan/>.

McLennan's Title IX webpage (<http://www.mclennan.edu/titleix/>) contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

** You will need to access each link separately through your web browser (for example Mozilla Firefox, Chrome, Microsoft Edge, or Safari) to print each link's information.*