



CRJU 1040 Principles of Law Enforcement

COURSE SYLLABUS

Hybrid

Summer Semester 2018

COURSE INFORMATION

Credit Hours/Minutes: 3/2250

Campus/Class Location: Room 830, Gillis Medical Building

Class Meets: 9:00-10:30 a.m., Tuesday & Wednesday, (40% Hybrid / 60% F2F)

Course Reference Number (CRN): 60105

Preferred Method of Contact: In person or Email

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Karann Raines

Email Address: [Karann Raines \(kraines@southeasterntech.edu\)](mailto:kraines@southeasterntech.edu)

Campus/Office Location: Room #828, Gillis Medical Building

Office Hours: 2:00-4:00 p.m. Monday-Thursday

Phone: 912-538-3219

Fax Number: 912-538-3106

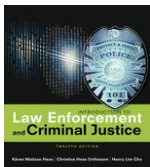
Tutoring Hours (if applicable): N/A

This course is taught in a hybrid format. Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.

SOUTHEASTERN TECHNICAL COLLEGE (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Handbook \(http://www.southeasterntech.edu/student-affairs/catalog-handbook.php\)](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php).

REQUIRED TEXT



Introduction to Law Enforcement and Criminal Justice, 12th Edition (Loose-leaf bundled with MindTap Access Card), Karen M. Hess, Christine Hess Orthmann, & Henry Lin Cho, ISBN-13: 9781337500029

REQUIRED SUPPLIES & SOFTWARE

Microsoft Office and Internet access (Internet Explorer 7 or higher, Chrome or Mozilla Firefox) is required for this course.

Note: Although students can use their smart phones and tablets to access their online course(s), exams,

discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

COURSE DESCRIPTION

This course examines the principles of the organization, administration, and duties of federal, state and local law enforcement agencies.

MAJOR COURSE COMPETENCIES

History & Philosophy of Law, Evaluation of Administrative Practices, Problems in American Law Enforcement Agencies, Emerging Concepts, Professionalism, Community Crime Prevention Programs

PREREQUISITE(S)

Program Admission

COURSE OUTLINE

- (1) History & Philosophy of Law
- (2) Evaluation of Administrative Practices
- (3) Problems in American Law Enforcement Agencies
- (4) Emerging Concepts
- (5) Professionalism
- (6) Community Crime Prevention Programs

GENERAL EDUCATION CORE COMPETENCIES

Southeastern Technical College has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS (HYBRID)

- Class attendance is a very important aspect of a student's success in this course. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is expected.
- Students are expected to complete all work required by the instructor by their respective due date. Exceptions to the due dates for assignments because of jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor. Students are responsible for finding out what has been missed or what is required of them during their absence. The lesson plan section of the syllabus outlines assignment due dates.
- Midterm and final tests must be completed on the assigned date. Failure to do so will result in a grade of zero, unless prior arrangements have been made with the instructor.
- Homework assignments are due by the assigned date. Homework assignments will not be accepted past the due date and a grade of zero will be posted.
- Chapter quizzes must be completed by the assigned date. Chapter quizzes will not be accepted past the due date and a grade of zero will be posted.

- Students are required to complete MindTap Assignments such as You Decide and/or Video Cases. Students are required to log into MindTap through the posted weekly Blackboard assignments using the Access Card provided with the purchase of the textbook. MindTap assignments will not be accepted past the due date and a grade of zero will be posted.

HYBRID ATTENDANCE

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an "F" in a course.

SPECIAL NEEDS

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, to coordinate reasonable accommodations.

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of "W", will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC.)

There is no make up for missed midterm and final tests, chapter quizzes, homework assignments, and MindTap assignments. (See the Student Requirements section above for more information.)

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the Southeastern Technical College Catalog and Student Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas ljonas@southeasterntech.edu

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College’s website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College's Website](http://www.southeasterntech.edu) (www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	Percentage
Midterm Test	25%
Final Test	25%
Homework/You Decide Part 1 Assignments	25%
Chapter Quizzes	25%

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

CRJU 1040 Principles of Law Enforcement

Summer Semester 2018 Lesson Plan

Week/Date	Chapter	Content/Assignments/Test/Due Dates	Competency Area
<p>Week 1 Tuesday May 15</p> <p>Wednesday May 16</p>	Chapter 1	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Review course syllabus/lesson plan, rules, regulations, completion of forms, review book, set up MindTap • Chapter 1 Evolution of Law Enforcement • Chapter 1 - The Evolution of Law Enforcement <p>ONLINE: Complete no later than Monday May 21, 11:59 p.m.</p> <ul style="list-style-type: none"> • Become familiar with Blackboard • Set up your MindTap account • Watch Video "POLICE" (first half) • Complete & post Chapter 1 homework • Take Chapter 1 Quiz 	1 a, c
<p>Week 2 Tuesday May 22</p> <p>Wednesday May 23</p>	Chapters 2 & 3	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Chapter 2 - The American Quest for Freedom & Justice: Our Laws (pages 59-61, pages 64-69, pages 72-73) <ul style="list-style-type: none"> ○ Crime versus Torts, Criminal Law & Crimes, Criminal Law & Tort, Civil Right Act (Section 1983), Police power, Law & Policy versus Discretion • Chapter 3 – Crime in the United States: Offenses, Offenders, Victims (pages 77-90, pages 106-115) <ul style="list-style-type: none"> ○ Introduction, Classification & Definitions of Major Crimes, Victims of Crime & Violence <p>ONLINE: Complete no later than Monday May 28, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete Chapter 3 You Decide Part I – Choose Your Path: Answering the Media • Complete & post Chapter 2 & 3 homework • Take Chapter 2 & 3 Quiz 	1, 2 a, c

Week/Date	Chapter	Content/Assignments/Test/Due Dates	Competency Area
Week 3 Tuesday May 29 Wednesday May 30	Chapter 4	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Chapter 4 - Today's Police & Police Agency: An Overview <ul style="list-style-type: none"> ○ Introduction, Policing & the People, The Police Role, Traditional Functions of Policing • Chapter 4 - Today's Police & Police Agency: An Overview <ul style="list-style-type: none"> ○ Organization of the Police Department, Administrative Services, Field Services <p>ONLINE: Complete no later than Monday June 4, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete Chapter 4 You Decide Part I – Choose Your Path: Answering the Call for Service • Complete & post Chapter 4 homework • Take Chapter 4 Quiz 	1, 2 ,6 a, c
Week 4 Tuesday June 5 Wednesday June 6	Midterm Test and Chapter 5	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Chapter 5 – Policing in a Post 9/11 Society <ul style="list-style-type: none"> ○ Contemporary Community policing • Chapter 5 – Policing in a Post 9/11 Society <ul style="list-style-type: none"> ○ Problem-Solving Policing, Data-Driven Strategies to Policing • Review for Midterm Test <p>ONLINE: Complete no later than Monday June 11, 11:59 p.m.</p> <ul style="list-style-type: none"> • Take Midterm Test (Chapters 1, 2, 3 ,4, & 5) • Watch Video – “POLICE” (second half) • Complete Chapter 5 You Decide Part I – Choose Your Path: Problem-Solving Policing or Traditional Policing • Complete & post Chapter 5 homework • Take Chapter 5 Quiz 	1, 2 a, c

Week/Date	Chapter	Content/Assignments/Test/Due Dates	Competency Area
Week 5 Tuesday June 12 Wednesday June 13	Chapter 6	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Chapter 6 - Patrol: The Backbone of Policing <ul style="list-style-type: none"> ○ Patrol Officer Responsibilities & Functions, Management of Patrol Operations, Patrol Techniques & Strategies, Activities While on Patrol • Chapter 6 - Patrol: The Backbone of Policing <ul style="list-style-type: none"> ○ Methods of Patrol, The Traffic Division, Assisting at and Investigating Traffic Crashes <p>ONLINE: Complete no later than Monday June 18, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete Chapter 6 You Decide Part I – Choose Your Path: Patrol Supervision • Complete & post Chapter 6 homework • Take Chapter 6 Quiz 	1, 2, 6 a, c
Week 6 Tuesday June 19 Wednesday June 20	Chapter 7	<p>IN CLASS:</p> <ul style="list-style-type: none"> • Chapter 7 – Specialized Roles of Policing <ul style="list-style-type: none"> ○ Advantages & Disadvantages of Specialization, Investigators (pages 252-257) • Chapter 7 – Specialized Roles of Policing (pages 277-290) <ul style="list-style-type: none"> ○ Intelligence Officers, Juvenile Officers, Vice Officers, SWAT Officers, K-9 Units, Reserve Officers <p>ONLINE: Complete no later than Monday June 25, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete Chapter 7 You Decide Part I – Choose Your Path: Using Reserve Officers • Complete & post Chapter 7 homework • Take Chapter 7 Quiz 	1, 2 a, c

Week/Date	Chapter	Content/Assignments/Test/Due Dates	Competency Area
Week 7 Tuesday June 26 Wednesday June 27	Chapter 9	IN CLASS: <ul style="list-style-type: none"> • Chapter 9 – Issues Concerning Police Conduct <ul style="list-style-type: none"> ○ Discretion, Discrimination or Disparity in Policing, Use of Force • Chapter 9 – Issues Concerning Police Conduct <ul style="list-style-type: none"> ○ Police pursuits, Civil liability, Corruption, Ethics & Integrity <p>ONLINE: Complete no later than Monday July 2, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete Chapter 9 You Decide Part I – Choose Your Path: Police Officer Integrity • Complete & post Chapter 9 homework • Take Chapter 9 Quiz 	2, 5, 6 a, c
Tuesday July 3 Wednesday July 4		NO CLASS – JULY 4TH HOLIDAY WEEK	
Week 8 Tuesday July 10 Wednesday July 11	Chapter 12	IN CLASS: <ul style="list-style-type: none"> • Chapter 12 – Becoming a Law Enforcement Professional <ul style="list-style-type: none"> ○ Evaluating & Selecting an Agency for Employment, The importance of Hiring Well, The Selection Process • Chapter 12 – Becoming a Law Enforcement Professional <ul style="list-style-type: none"> ○ The Selection Process, Probation & Training, Retention <p>ONLINE: Complete no later than Monday July 16, 11:59 p.m.</p> <ul style="list-style-type: none"> • Complete Chapter 12 You Decide Part I – Choose Your Path: Searching for the Prefect Police Job • Complete & post Chapter 12 homework • Take Chapter 12 Quiz 	3, 4 a, c
Week 9 Tuesday July 17 Wednesday July 18	Chapter 12 and Final Test	IN CLASS: <ul style="list-style-type: none"> • Chapter 12 – Becoming a Law Enforcement Professional <ul style="list-style-type: none"> ○ Police Professionalism; Peace Officer Standards and Training (P.O.S.T) • Review for Final Test <p>ONLINE: Complete no later than Monday July 23, 11:59 p.m.</p> <ul style="list-style-type: none"> • Take Final Test (Chapters 6, 7, 9, 12) 	1, 2, 3, 4, 5, 6 a, c

COMPETENCY AREAS:

1. History and Philosophy of Law
2. Evaluation of Administrative Practices
3. Problems in American Law Enforcement Agencies
4. Professionalism
5. Community Crime Prevention Programs

GENERAL CORE EDUCATIONAL COMPETENCIES

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.