1. **COURSE TITLE:** Introduction to Law Enforcement
2. **CATALOG – PREFIX/COURSE NUMBER/COURSE SECTION\*:** CJUS 1101
3. **PREREQUISITES: None**
4. **COURSE TIME/LOCATION: (Course Syllabus – Individual Instructor Specific)**
5. **CREDIT HOURS:** 4 **LECTURE HOURS:** 4

**LABORATORY HOURS: (contact hours)** 0 **OBSERVATION HOURS:** 0

1. **FACULTY CONTACT INFORMATION: (Course Syllabus – Individual Instructor Specific)**
2. **COURSE DESCRIPTION\*:**

This course covers the spectrum of policing in America. It is a comprehensive introduction to policing including its historical evolution, recruiting, community policing and use of force perspectives. The course covers the various policing agencies at the local, state, and federal levels. A review of the recruitment process for becoming an officer is provided so students can learn of the requirements for applying to a certain agency or department. This course will examine police administration from multiple perspectives; from a systems perspective emphasizing the interrelatedness among units and organizations; from a structural perspective emphasizing administrative principles, management functions, and the importance of guidelines; a human behavioral perspective emphasizing the human element in organizations; and a strategic management perspective emphasizing communications and information systems, performance evaluations, strategies and tactics to increase effectiveness of police agencies.

1. **LEARNING OBJECTIVES\*:**

Upon completion of this course, students will:

* 1. Discuss the history and development of law enforcement in America.
  2. Evaluate principles necessary for the effective administration of a police agency.
  3. Identify primary functions of police operations, citing specific methods and techniques.
  4. Analyze the importance of police discretion, both the positive and negative the importance of police discretion, both the positive and negative aspects, and know why police are often referred to as the gatekeepers of the criminal justice system.
  5. Examine the sources of ethics and the influence of values in the law enforcement profession.
  6. Understand the interrelatedness among units and police organizations.
  7. Understand the administrative and management function of a police organization.

8. Understand the human behavioral element in a police organization.

9. Evaluate the communications and information systems within a police agency and among police organizations.

10. Evaluate the methods utilized to increase the effectiveness of a police organization.

1. **ADOPTED TEXT\*:**

*Policing*

Schmalleger, F., & Worrall, J. L. (2018). (3rd ed.). Boston; Pearson. ISBN 13: 978-0-13-444192-4

# Police Administration

Cordner, G. (2019). (10th ed.) Taylor and Francis Publishing

ISBN: ISBN 9781138389236

1. **OTHER REQUIRED MATERIALS:** At the discretion of the instructor.
2. **GRADING SCALE:**

Grading will follow the policy in the catalog. The scale is as follows:

A: 90 – 100

B: 80 – 89

C: 70 – 79

D: 60 – 69

F: 0 – 59

**12. GRADING PROCEDURES OR ASSESSMENTS**

There will be nine 100-point examinations including a comprehensive final exam. All exams will contain material covered previously in the course/program. Students are expected to achieve a passing score of 70 on four of the exams. The exam with the lowest score will not be counted toward the final grade. MAKE UP EXAMS WILL NOT BE PROVIDED.

Measuring Tool Number Required Maximum Points

Exams 8 @ 100 points each 800

Research Paper 1 @ 100 points each 100

Class Participation 20

920

Grading Scale:

920 – 828 = A

827 – 736 = B

735 – 644 = C

643 – 552 = D

551 – 0 = F Must retake course

Class Assignment:

Each student will be responsible for a research paper consisting of 1,000 to 1,500 words of original narrative documentation in APA format. The paper shall be double-spaced with a font of 12 or less in size and margins of one inch from top and bottom of the paper and one inch from each side on an 8.5 by 11 inches white paper. The research paper shall include a cover page and reference page(s) with three or more references. The cover page and reference page(s) will not be counted toward the required number of words. Diagrams and charts may be used but will not be counted as words. Drawings and photographs should not be used. Late papers will receive half credit.

This assignment has two parts. The first part of the assignment requires you to conduct an interview with a local municipal police patrol officer. In your interview, ask the officer to respond to the following questions: During a patrol shift, what percentage of your time is devoted to each of these areas: preventive patrol, taking enforcement action, and responding to calls for service, e.g., police reports or other non-enforcement types of service? Are there things that you would like to change in order to improve the service you provide? Can you give some examples? Other questions should also be asked. For example, the department’s budget, organizational structure, hiring process, and or what section of the Ohio Revised Code or local ordinance authorizes the department’s existence.

The second part of the assignment requires you to write a paper that reports what you gathered from your interview; as well as your response to the following questions: Based on the officer’s responses, do you believe the officer’s time is being spent in the most effective manner possible to ensure public safety? Why? Or why not? Do you believe that the officer’s description of his daily activity is fulfilling the intended purposes of present day law enforcement? Discus at least three factors that may influence the way the officer’s time is spent on a patrol shift. What changes would you recommend to improve the effectiveness of the officer’s patrol activity? Explain your rationale.

Your first reference will be the individual you interviewed. Interviews are an intext citation. The

other two or more references should be cited intext and on the works cited page. The other references can be, but are not limited to, the policy and procedure manual of the agency for which your interviewee works, your textbook, or government web sites.

This assignment requires you to write a 1,000 to 1,500-word paper following APA style.

**Grading Rubric for Class Assignment**

|  |
| --- |
| **Content and Development - 50 Points** |
| All key elements of the assignment are covered in a substantive way.  The body of the paper is at least 1,000 words in length  The paper, including the title page, reference page and citations of original works within the body of the paper follows APA formatting guidelines. |
| **Mechanics - 25 Points** |
| Sentences are complete, clear, and concise.  Rules of grammar, usage, and punctuation are followed.  Spelling is correct.  Sentences are well constructed, with consistently strong, varied sentences.  Sentence transitions are present and maintain the flow of thought. |
| **Readability and Style - 25 Points** |
| The paper is laid out with effective use of headings, font styles, and white space.  The tone is appropriate to the content and assignment.  The content is comprehensive, accurate, and persuasive.  Major points are stated clearly; are supported by specific details, examples, or analysis; and are organized logically.  The conclusion is logical, flows from the body of the paper, and reviews the major points. |
| **Total - 100 Points** |

1. **COURSE METHODOLOGY OR COURSE FORMAT:**

Methodologies include reading assignments, research assignments, lectures, discussions, quizzes and / or examinations, and group projects. Supplemental materials such as Internet sources and videos may be assigned according to instructor preference.

1. **COURSE OUTLINE:**

**SAMPLE** **COURSE OUTLINE**

Week 1 Class Introductions and course Outline

*Policing*

LO 1 Chapter 1: Origins and Evolution of American Policing

LO 1 Chapter 2: Policing in American Context

Week 2 LO 1 Chapter 2: Policing in American Context

LO 2 Chapter 3: Law Enforcement Agencies and Their Organization

Week 3 Test over Chapter 1, 2, & 3

LO 3 Chapter 4: Becoming a Cop

Week 4 LO 3, 4 & 8 Chapter 5: Police Subculture

LO 4 & 5 Chapter 6: Police Discretion and Behavior

Week 5 Test over Chapters 4, 5, & 6

LO 2 & 4 Chapter 7: Core Police Function

Week 6 LO 3, 4 & 5 Chapter 8: Community Policing and Community

Involvement

LO 3, 9 & 10 Chapter 9: Policing in Modern Era

Week 7 Test over Chapters 7, 8, & 10

LO 3, 4, & 5 Chapter 10: Policing and the Law

Week 8 LO 4 & 10 Chapter 11: Civil Liability and Accountability

LO 4, 5, & 6 Chapter 12: Deviance, Ethics, and Professionalism

Week 9 LO 4, 5, & 8 Chapter 13: The Use of Force

Test on Chapters 10, 11, 13

Week 10 *Police Administration*

LO 7 Chapter 1: Introduction to Police Administration

LO 2 & 3 Chapter 2: The Nature of Police Work

Week 11 LO 6, 7, & 9 Chapter 3: Police Goals and Systems

LO 6 & 7 Chapter 4: Police Organizational Tasks

Week 12 Research Paper Due

Exam: Chapters 1, 2, 3 & 4

LO 6 & 7 Chapter 5 Principles and Polices in the Police Organization

Week 13 LO 6 & 7 Functions of Police Management

LO 7 The Police Executive

Week 14 Exam Chapters 5, 6, &7

LO 8 & 9 Individuals and Groups in the Police Organization

LO 9 & 10 Developing the Police Organization

Week 15 LO 8, 9 & 10 Leadership in the Police Organization

Exam: Chapters 8, 9, & 10

Week 16 FINAL EXAM (Comprehensive

1. **SPECIFIC MANAGEMENT REQUIREMENTS:**

***Student Responsibilities:***

If enrolled in a face-face section:

To meet the objectives of the course, students must attend all scheduled classes. At the beginning of the semester, instructors will pass out a class schedule that lists all class meetings. If a student must miss a class due to extenuating circumstances, then the student is expected to call and inform the instructor by either talking with the instructor or leaving a message should the instructor not be available.

Students will be allowed two class absences. Unexcused absences in excess of two times will result in a drop of one letter grade from the final grade, i.e. the third absence would reduce a final grade of “A” to a “B.” Two instances of significant tardiness or leaving early will be considered to be equivalent to an absence for purposes of this calculation.

Specific login and activity requirements will be indicated in the initial instructions for any online sections.

Note: Work submitted in this class may be seen by others. Others may see your work when being distributed, during group project work, or if it is chosen for demonstration purposes. Other instructors may also see your work during the evaluation/feedback process. There is also a possibility that your papers may be submitted electronically to other entities to determine if the content is original and references are cited appropriately.

Need for assistance: If you have any condition or situation which will make it difficult for you to carry out the work as outlined, please notify the instructor as soon as possible. Students with disabilities may contact the Disabilities Service Office, Central Campus at 800-628-7722 or 937-393-3431.

***Instructor’s Responsibilities:***

The instructor will enhance and expand the meaning and application of the subject matter covered throughout the course. At the beginning of each quarter, the instructor will distribute syllabi listing all class sessions and course requirements. The instructor will facilitate class discussion and be available to students who need additional educational assistance

***Academic Dishonesty/Plagiarism:***

In the learning environment, a professional attitude begins in the classroom. For that reason, students and faculty will not tolerate or commit any form of academic dishonesty.

Any form of deception in the completion of assigned work is considered a form of academic dishonesty. This includes, but is not limited to:

* Copying work from any source.
* Assisting, or allowing another to assist you, to commit academic dishonesty.
* Any attempt to share answers whether during a test or in the submission of an assignment.
* Any attempt to claim work, data or creative efforts of another as your own.
* Resubmitting graded assignments for use in multiple classes (recycling your work).
* Knowingly providing false information about your academic performance to the college.
* To avoid plagiarism, do not "copy and paste" into assignments without using quotation marks and citing, in APA format, the source of the material.

***Plagiarism***

Papers that you write in your program of study must follow the guidelines set by the American Psychological Association (APA). Using another’s intellectual creation without permission or without giving appropriate credit is the academic equivalent of theft.

***Consequences of Academic Dishonesty/Plagiarism***

All violations of academic policy are documented and made a part of the student's academic record. When academic dishonesty is confirmed, the student will immediately be notified of the incident, which may result in one or more of the actions listed below:

* Reduction in grade on the assignment on which the violation occurred
* No credit on the assignment, paper, test, or exam on which the violation occurred
* A failing grade for the course
* Suspension or dismissal from the college

1. **OTHER INFORMATION:**

**FERPA:** Students need to understand that their work may be seen by others. Others may see student work when it is distributed, during group project work, or if it is chosen for demonstration purposes.

Students also need to know that there is a strong possibility that their work may be submitted to other entities for the purpose of plagiarism checks.

**DISABILITIES:** Students with disabilities may contact the Disabilities Service Office, Central Campus, at 800-628-7722 or 937-393-3431.