

### Basic Course Information

Semester	<b>Fall 2014</b>	Instructor Name	<b>Jeff Mason</b>
Course Title & #	<b>Law Enforcement Field Operations AJ 121</b>	Email	<b>jeff.mason@imperial.edu</b>
CRN #	<b>10122</b>	Webpage	<b>N/A</b>
Room	<b>3200 / 3203</b>	Office	<b>N/A</b>
Class Dates	<b>08/18/14 – 12/13/14</b>	Office Hours	<b>N/A for part-time faculty</b>
Class Days	<b>Monday &amp; Wednesday</b>	Office Phone #	<b>760-355-6280</b>
Class Times	<b>10:15 – 11:40 AM</b>	Office contact if student will be out or emergency	<b>Rhonda Ruiz</b>
Units	<b>3</b>		

### Course Description

The development, function and techniques of patrol; observation skills; development, traffic and preliminary investigative duties, handling complaints and requests for service, public and community relations and basic crime prevention. The mechanics of field interviews, search and arrests, note taking and police report essentials. Familiarization with basic police equipment and handling of community crime incidents. (CSU)

### Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Describe the history of law enforcement patrol. (ILO4, ILO5)
2. Identify the various components of patrol and the function of each. (ILO1, ILO2, ILO4)
3. Identify commonly used equipment of law enforcement patrol units including: weapons, vehicles, technology, etc. (ILO1, ILO2, ILO3, ILO4, ILO5)

### Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Identify the components of the Criminal Justice System, and compare/contrast the law enforcement professional and the ethical standards expected of a patrol officer.
2. Identify the purpose of patrol, and the application of varied patrol techniques; including community oriented policing and ethics.
3. Develop and understanding of policy observation, perception skills, techniques of behavior control, officer safety, and an effective understanding of legal constraints.
4. Demonstrate knowledge of police communication equipment, and basic operational considerations.
5. Identify, and be able to explain the aspects of individual and equipment preparation for the patrol duty tour.
6. Assess and develop appropriate responses to emergency, non-emergency, requests for service and specific calls.
7. Develop a working knowledge of traffic enforcement skills.
8. Demonstrate knowledge of arrest, and strategies in specific incidents (intoxication, traffic, spousal assaults, disturbance calls, mental illness, rape, child molest, etc.), and develop and understanding in the lawful use of force and legal concepts that result in written field policies.
9. Practice preliminary crime scene investigation skills, scene protection, and basic evidence collection skills; to include the use of field notes, sketches, and diagrams for formal police reports.

10. Satisfactorily demonstrate appropriate and legal application/use of field interviews and interrogations.
11. Demonstrate knowledge regarding types, tactics, and techniques of control of civil disturbances.
12. Identify various types of community and public relations programs, and better understand the effects of personal conduct and contacts within the community.
13. Demonstrate knowledge on the techniques of testifying, the legal use of notes, and effect of personal appearance and conduct at trial.
14. Analyze and critique current issues, problems, and future trends in police patrol.

### Textbooks & Other Resources or Links

Police Field Operations: Examining Contemporary Patrol Procedures by Alan G. Caddell  
ISBN:978-1-933778-26-6

### Course Requirements and Instructional Methods

Assignments are due on the date stated on the syllabus. Late assignments are subject to reduction of points. Make every effort to turn in assignments on time or you may receive a zero for that assignment. Failure to take a test will result in a zero for that test unless prior approval is given by the instructor. Tests will be twenty (20) minutes long. If you are late to class, you will not be given extra time to take the test. Bring a No. 2 Pencil on test days. You must communicate to your instructor any problems that you are having with the course.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

### Course Grading Based on Course Objectives

7 Tests worth 10 points each =	70 points possible
4 In Class Projects *worth 20 points each =	80 points possible (no make-up)
Mid Term Exam worth 50 points=	50 points possible (no make-up)
Final Exam worth 100 points =	<u>100 points possible</u>
	300 total points possible

300-250 = A  
249-200 = B  
199-150 = C  
149-100 = D  
99-0 = F

### Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.

- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as ‘excused’ absences.

### Classroom Etiquette

**CLASSROOM BEHAVIOR:** Any conduct that disrupts the learning process cannot be tolerated. Anyone engaging in such conduct will be asked to leave the classroom. Talking, whispering, loud yawning, and cell phones ringing during class are examples of disruptive behavior because such actions are disrespectful and distracting to the instructor and to other students. Respect your fellow students and instructors at all times.

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

### Academic Honesty

- Plagiarism is to take and present as one’s own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to correctly ‘cite a source’, you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment ;(c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment, (e) use of a commercial term paper service

### Additional Help – Discretionary Section and Language

- Blackboard support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
- Learning Labs: There are several ‘labs’ on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Learning Services (library). Please speak to the instructor about labs unique to your specific program

- Library Services: There is more to our library than just books. You have access to tutors in the learning center, study rooms for small groups, and online access to a wealth of resources.

### Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313 if you feel you need to be evaluated for educational accommodations.

### Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

### Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online at [http://www.imperial.edu/index.php?option=com\\_docman&task=doc\\_download&gid=4516&Itemid=762](http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762)

### Information Literacy

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

### Anticipated Class Schedule / Calendar

Mon. 08/18	Course Introduction & Expectations / Blackboard	
Wed. 08/20	Chapter 1 Introduction to Field Operations	
Mon. 08/25	Chapter 1	
Wed. 08/27	Chapter 2 Preparing for Patrol	
Mon. 09/01	<u>Labor Day Holiday (no class)</u>	
Wed. 09/03	Chapter 3 Police Communications	Test # 1 on Ch. 1-2
Mon. 09/08	Chapter 3	Field Interview Cards*
Wed. 09/10	Chapter 4 Responding to Calls for Service	

## Imperial Valley College Course Syllabus – Law Enforcement Field Operations AJ 121

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Mon. 09/15	Chapter 4	
Wed. 09/17	Chapter 5 Observational Patrol	Test # 2 on Ch. 3-4
Mon. 09/22	Chapter 5	
Wed. 09/24	Chapter 6 Traffic Enforcement	
Mon. 09/29	Chapter 7 Use of Force & Force Options	Test # 3 on Ch. 5-6
Wed/ 10/01	Chapter 7	
Mon. 10/06	Mid Term Test Essay Questions (Due 10/08)	
Wed. 10/08	Chapter 8 Crimes in Progress and Unusual Occurrences	
Mon. 10/13	Chapter 8	Green Sheet Exercises*
Wed. 10/15	Chapter 9 Interview and Interrogation	Test # 4 on Ch. 7-8
Mon. 10/20	Chapter 9	
Wed. 10/22	Chapter 10 Report Writing	
Mon. 10/27	Chapter 10	In-Class Report*
Wed. 10/29	Chapter 11 Courtroom Testimony	Test # 5 on Ch. 9-10
Mon. 11/03	Chapter 11	
Wed. 11/05	Chapter 12 Community Policing	
Mon. 11/10	Chapter 12	Problem Solving Exercises*
Wed. 11/12	Chapter 13 Professionalism and Ethics	Test # 6 on Ch. 11-12
Mon. 11/17	Chapter 13	
Wed. 11/19	Chapter 14 Behind the Badge	
Mon. 11/24	<u>No Classes</u>	
Wed. 11/26	<u>No Classes</u>	
Mon. 12/01	Chapter 14 Behind the Badge	Test # 7 on Ch. 13-14
Wed. 12/03	Make up tests 1-7	
Mon. 12/08	Review for Final Examination	
Wed. 12/10	Final Examination	

