

Basic Course Information

| | | | |
|------------------------------|---|----------------------------|---|
| Semester: | Spring 2020 | Instructor Name: | Jesus J. Serrano |
| Course Title & #: | AJ-160 Regular Basic Course Modular Format Level III | Email: | Jesus.serrano@imperial.edu |
| CRN #: | 21400 | Webpage (optional): | |
| Classroom: | 3211 | Office #: | 3207 B |
| Class Dates: | February 18, 2020 to June 12, 2020 | Office Hours: | Tuesday 5:30 pm to 6:30 pm Wednesday 5:30 pm to 6:30 pm Thursday 5:30 pm to 6:30 pm Saturday by appointment only at 5:00 pm to 6:00 pm |
| Class Days: | Tuesday, Wednesday, Thursday, Saturday and Sunday | Office Phone #: | (760) 355-6340 |
| Class Times: | Tuesday 6:30 PM -9:45 PM, Wednesday 6:30 PM-9:45 PM, Thursday 6:30 PM -9:45 PM, Saturday 8:00 AM – 5:00 PM, Sunday 8:00 AM – 5:00 PM | Emergency Contact: | Rhonda Ruiz (760) 355-6280 |
| Units: | 10 | | |

Course Description

Designed to satisfy the Regular Basic Course Modular Format Level III training standards as set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.). Includes professionalism and ethics, laws of arrest, search and seizure, vehicle operations, report writing, First Aid/CPR, traffic control, arrest and control tactics and weaponry, use of force, custody, and use and care of firearms. Supply fee may be charged. Designed to prepare students to be hired by a law enforcement agency as a Reserve Officer Level III. (Formerly AJ 142) (CSU)

Course Prerequisite(s) and/or Corequisite(s)

- No felony or domestic violence convictions.
- Valid California driver license.
- Ability to successfully participate in physical requirements of course.
- U.S. citizen or have filed for U.S. citizenship.
- All students entering Regular Basic Course Modular Format Level III class must acquire a DOJ Clearance letter or be employed by a sponsoring law enforcement agency prior to first day of class. DOJ Clearance letters are invalid after 90 days.

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. Demonstrate approved defense and control techniques as established by P.O.S.T. (IL01, IL02, IL04)
1. Demonstrate proficiency with departmentally approved firearm, including: nomenclature, range safety, loading, unloading, aiming, accuracy and trigger manipulation. (IL02, IL03, IL05)
2. Identify the difference between a Felony, Misdemeanor, Infraction, and the elements, or Corpus of the crime in the California Criminal Code. (IL01, IL04)

Course Objectives

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

1. Satisfactorily perform weaponless defense exercises; demonstrate knowledge of search, restraint, and transportation techniques; and demonstrate knowledge of the legal use of force.
2. Demonstrate knowledge and safe use of a handgun and satisfactorily pass the POST-mandated practical exam. Student will satisfactorily demonstrate knowledge and use of chemical agents.
3. Satisfactorily meet the standards prescribed by the Emergency Medical Services Authority for the administration of first aid and cardiopulmonary resuscitation (PC13518) and pass the First Aid and CPR examinations.
4. Discuss leadership and professionalism, distinguish between ethical and unethical conduct, identify factors affecting attitudes and influences in the community, and be aware of issues and concerns regarding discrimination and sexual harassment.
5. Satisfactorily demonstrate knowledge of the power and authority of peace officers to make an arrest, the concepts of search and seizure law, and custody procedures.
6. Recognize the components of the criminal justice system and be familiar with the elements of property crimes, crimes against persons, and crimes against the justice system.
7. Demonstrate awareness of the components of a well written investigative report.
8. Be introduced to and have knowledge of vehicle operations and the responsibilities and liabilities associated with driving an emergency vehicle.
9. Satisfactorily demonstrate knowledge of preliminary investigations, chain of custody, and the collection, marking, and preservation of evidence. Student will be introduced to and satisfactorily demonstrate an awareness of the basic concepts of officer safety and tactics involved in handling crimes in progress.
10. Demonstrate the skills required to perform traffic control and parking enforcement functions. Students will become familiar with law enforcement information system inquiries.
11. Pass the POST-constructed learning domain tests

Textbooks & Other Resources or Links

Text books provided by P.O.S.T. on disc free of charge or printed in book form by FedEx at a greatly reduced rate.

Course Requirements and Instructional Methods

- Audio Visual
- Discussion Group Activity Lecture
- Simulation/Case Study

Distance Learning 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

Total Points: 900 Points

Failure of any P.O.S.T. Written and/or Practical Exam will generate a Remediation Exam**

Failure of the Remediation Exam will cause an immediate Failure and removal from the course***

P.O.S.T. First Aid/CPR/AED Practical Exam = 100 Points

P.O.S.T. Arrest & Control Exam = 100 Points

P.O.S.T. Chemical Agent Practical Exam = 100 Points

P.O.S.T. EVOC Test = 100 Points

P.O.S.T. Firearms Nomenclature Exam = 100 Points

P.O.S.T. Firearms Marksmanship and Safety Exam = 100 Points

P.O.S.T. Learning Domain Tests (5) = 100 Points

P.O.S.T. End of Course Exam = 100

Points Class attendance/participation in discussions, or activities = 100 Points

A = 800-900 B = 700-799 C = 600-699 D = 500-599 F = 0-499

**PLEASE NOTE: 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 an exam will result in a zero for that exam unless prior approval is given by the instructor. Exams will be at least thirty minutes long and will be given at any time during the class. If you are late to class, you will not be given extra time to take the exam. Bring a No. 2 Pencil to class on exam days. You must communicate to your instructor any problems that you are having with the course.

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.

P.O.S.T. classes are exempt from standard attendance rules. P.O.S.T. restricts absences for any reason to less than 5% of the total course, no exceptions.

If you miss more than 5% of the course you will be dropped. • If you miss any mandatory or State Legislative portions of the course you will be dropped. ***

Classroom Etiquette

- 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 by the instructor.
- 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, only students enrolled in the class may attend; children are not allowed.

Online Netiquette

What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.

Students are to comply with the following rules of netiquette:

1. identify yourself,
2. include a subject line,
3. avoid sarcasm,
4. respect others’ opinions and privacy,
5. acknowledge and return messages promptly,
6. copy with caution,
7. do not spam or junk mail,
8. be concise,
9. use appropriate language,
10. use appropriate emoticons (emotional icons) to help convey meaning, and
11. Use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!)].

Academic Honesty

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another’s work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- Plagiarism is taking and presenting 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 "cite a source" correctly, 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 that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing 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 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) using a commercial term paper service.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **CANVAS LMS.** Canvas is Imperial Valley College's main Learning Management System. To log onto Canvas, use this link: [Canvas Student Login](#). The Canvas Student Guides Site provides a variety of support available to students 24 hours per day. Additionally, a 24/7 Canvas Support Hotline is available for students to use: 877-893-9853.
- **Learning Services.** There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your Campus Map for the Math Lab; Reading, Writing & Language Labs; and the Study Skills Center.
- **Library Services.** There is more to our library than just books. You have access to tutors in the Study Skills 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. Please contact them 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.

- **Student Health Center.** A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC Student Health Center at 760-355-6128 in Room 1536 for more information.
- **Mental Health Counseling Services.** Short-term individual, couples, family and group counseling services are available for currently enrolled students. Services are provided in a confidential, supportive, and culturally sensitive environment. Please contact the IVC Mental Health Counseling Services at 760-355-6310 or in the building 1536 for appointments or more information...

Veteran's Center

The mission of the IVC Military and Veteran Success Center is to provide a holistic approach to serving military/veteran students on three key areas: 1) Academics, 2) Health and Wellness, and 3) Camaraderie; to serve as a central hub that connects military/veteran students, as well as their families, to campus and community resources. Their goal is to ensure a seamless transition from military to civilian life. The Center is located in Building 600 (Office 624), telephone 760-355-6141.

Extended Opportunity Program and Services (EOPS)

The Extended Opportunity Program and Services (EOPS) offers services such as priority registration, personal/academic counseling, tutoring, book vouchers, and community referrals to qualifying low-income students. EOPS is composed of a group of professionals ready to assist you with the resolution of both academic and personal issues. Our staff is set up to understand the problems of our culturally diverse population and strives to meet student needs that are as diverse as our student population.

Also under the umbrella of EOPS our CARE (Cooperative Agency Resources for Education) Program for single parents is specifically designed to provide support services and assist with the resolution of issues that are particular to this population. Students that are single parents receiving TANF/Cash Aid assistance may qualify for our CARE program, for additional information on CARE please contact Lourdes Mercado, 760-355- 6448, lourdes.mercado@imperial.edu.

EOPS provides additional support and services that may identify with one of the following experiences:

- Current and former foster youth students that were in the foster care system at any point in their lives
- Students experiencing homelessness
- Formerly incarcerated students

To apply for EOPS and for additional information on EOPS services, please contact Alexis Ayala, 760-355-5713, alexis.ayala@imperial.edu.

Student Equity Program

- The Student Equity Program strives to improve Imperial Valley College's success outcomes, particularly for students who have been historically underrepresented and underserved. The college

identifies strategies to monitor and address equity issues, making efforts to mitigate any disproportionate impact on student success and achievement. Our institutional data provides insight surrounding student populations who historically, are not fully represented. Student Equity addresses disparities and/or disproportionate impact in student success across disaggregated student equity groups including gender, ethnicity, disability status, financial need, Veterans, foster youth, homelessness, and formerly incarcerated students. The Student Equity Program provides direct supportive services to empower students experiencing insecurities related to food, housing, transportation, textbooks, and shower access. We recognize that students who struggle meeting their basic needs are also at an academic and economic disadvantage, creating barriers to academic success and wellness. We strive to remove barriers that affect IVC students' access to education, degree and certificate completion, successful completion of developmental math and English courses, and the ability to transfer to a university. Contact: 760.355.5736 or 760.355.5733 Building 100.

- The Student Equity Program also houses IVC's Homeless Liaison, who provides direct services, campus, and community referrals to students experiencing homelessness as defined by the McKinney-Vento Act. Contact: 760.355.5736 Building 100.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC General Catalog.

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC Library Department provides numerous Information Literacy Tutorials to assist students in this endeavor.

Anticipated Class Schedule/Calendar

Schedules will be handed out on the first day of class.

Every Tuesday, Wednesday, Thursday, and Saturday are class days and you are expected to be in class every day on time and prepared for the day. You are required to bring all of your equipment and gear, along with P.T. Gear, to include a towel, every day of the semester.

*****Tentative, subject to change without prior notice*****