

**IMPERIAL VALLEY COLLEGE  
ADMINISTRATION OF JUSTICE  
COURSE SYLLABUS**

**COURSE NO.**

AJ 121 (CRN 10340)

**COURSE TITLE**

Law Enforcement Field Operations

**INSTRUCTOR**

Jeff Mason

760-337-4519

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**TEXTBOOK**

Patrol Operations 12 Edition by Payton & Amaral

**TERM**

Fall 2012

**CLASS TIMES**

Tuesday 6:30 pm-9:40 pm

**UNITS**

3

**INSTRUCTOR'S OFFICE HOURS:**

Appointments may be scheduled with the instructor, use e-mail as primary contact.

**COURSE DESCRIPTION:**

An in-depth study of the development, function and techniques of patrol, including: observation skills, development of intelligence, traffic control 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. The student will also be given a familiarization with basic police equipment and the handling of community crime incidents.

**COURSE OBJECTIVES (SLO):** Students will be able to:

1. Explain the historical development of United States law enforcement and the concept of patrol and beat responsibility.
2. Explain the function of patrol and the various techniques used to accomplish that task.
3. Understand the importance of developing good observational skills and demonstrate the proper utilization of what they observe.
4. Recognize the importance of developing intelligence on an area or group/individual and how this intelligence is used.
5. Recognize the importance of traffic control and enforcement, along with the techniques used to accomplish this task.
6. Recognize the elements of a preliminary investigation and the duties required of law enforcement personnel at a crime and/or critical incident scene.
7. Understand the importance of and how to handle a complaint, as well as requests for service.
8. Understand the importance of good public and community relations.
9. Explain what basic crime prevention is and how it relates to reducing criminal activity.
10. Explain the importance of and elements of a field interview and be able to demonstrate the basic techniques used.
11. Understand the elements of an incident, crime and arrest report and how proper note taking is essential to the accuracy of the information presented in them.
12. Recognize basic law enforcement equipment and its use in modern law enforcement.

## **GRADING PROCEDURE:**

Total Points: 300

Quizzes; 5 quizzes @15 points each =75 points

In class project with a one (1) page report = 25 points

Student Presentations=100 points \* (Explanation sheet will be distributed)

Final=100 points

A = 300-290 B = 289-275 C = 274-245 D =244-151 F = 150-0

**PLEASE NOTE:** Assignments are due at the start of class. Late assignments will not be accepted, and the student will be given 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. You must communicate to your instructor any problems or difficulties that you are having with the course.

**ATTENDANCE:** One goal of this course is to instill a work ethic needed to be a successful employee. Like having a job, students are expected to attend class, show up on time, and not leave early. Students will be allowed three absences from class. On the fourth absence, the student will be dropped from the class. Being late or leaving early will count as half an absence. Missing more than half a class session will count as a full absence. Students will also be dropped from the class if they miss three class sessions in a row. There will be no exceptions to this policy.

**ACADEMIC ETHICS:** Cheating is defined as copying answers from another student on an exam or assignment, allowing another student to copy answers from you, turning in work as your own that someone else did for you, working with another student on an assignment without the instructor's express consent, or turning in a writing assignment that uses another's words or ideas without crediting the source of the words or ideas.

CHEATING WILL NOT BE TOLERATED. Anyone caught cheating will get a zero for the assignment or exam and may be dropped from the class with the grade of F.

**NOTICE:** 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. [Room 2117, Health Sciences Building; Phone: (760) 355-6312]

## **IMPORTANT DATES:**

**AJ 121 Law Enforcement Field Operations**  
(Tuesday 6:30 pm-9:40 pm)

### **Week 1**

08/21

Introduction to course / Chapter 1

<b>Week 2</b> 08/28	Chapters 2 & 3 / Quiz # 1
<b>Week 3</b> 09/04	Chapter 4 & 5
<b>Week 4</b> 09/11	Chapter 6 / Quiz # 2
<b>Week 5</b> 09/18	Chapter 7 & 8
<b>Week 6</b> 09/25	Chapter 9 / Quiz # 3
<b>Week 7</b> 10/02	Chapter 10 & 11
<b>Week 8</b> 10/09	<b>Student presentations</b>
<b>Week 9</b> 10/16	<b>Student presentations</b>
<b>Week 10</b> 10/23	Chapter 12 / Quiz # 4
<b>Week 11</b> 10/30	Chapter 13
<b>Week 12</b> 11/06	Chapter 14
<b>Week 13</b> 11/13	Chapter 15 / Quiz # 5
<b>Week 14</b> 11/20	TBA – In Class Project
<b>Week 15</b> 11/27	Review for Final
<b>Week 16</b> 12/04	Final