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| **PROFESSOR:**        | **PHONE NUMBER:**        |
| **OFFICE LOCATION:**        | **E-MAIL:**        |
| **OFFICE HOURS:**        | **SEMESTER:**        |

1. **COURSE NUMBER AND TITLE, CATALOG DESCRIPTION, CREDITS:**

**CJE 1300 POLICE ORGANIZATION AND ADMINISTRATION (3 CREDITS)**

This course examines the principles of organization and administration in law enforcement functions and activities, including planning and research, public relations, personnel and training, inspection and control, and policy formation.

1. **PREREQUISITES FOR THIS COURSE:**

None

**CO-REQUISITES FOR THIS COURSE:**

None

1. **GENERAL COURSE INFORMATION:** Topic Outline.

• The principles of organization and administration

• Planning and research

• Public relations

• Personnel and training

• Inspection and control

• Policy formation

• Patrol, traffic, special operations, detectives and crime prevention

1. **All courses at Florida SouthWestern State College contribute to the general education program by meeting one or more of the following general education competencies:**

**C**ommunicate clearly in a variety of modes and media.

**R**esearch and examine academic and non-academic information, resources, and evidence.

**E**valuate and utilize mathematical principles, technology, scientific and quantitative data.

**A**nalyze and create individual and collaborative works of art, literature, and performance.

**T**hink critically about questions to yield meaning and value.

**I**nvestigate and engage in the transdisciplinary applications of research, learning, and knowledge.

**V**isualize and engage the world from different historical, social, religious, and cultural approaches.

**E**ngage meanings of active citizenship in one’s community, nation, and the world.

**A.**  **General Education Competencies and Course Outcomes**

1. Listed here are the course outcomes/objectives assessed in this course which play an integral part in contributing to the student’s general education along with the general education competency it supports.

 General Education Competency: **Investigate**

 Course Outcomes or Objectives Supporting the General Education Competency Selected:

* 05.0 Summarize Law Enforcement Administration
* 06.0 Describe and Discuss the Field of Law Enforcement
* CCC 07.0 Identify Factors Critical to Maintaining Physical Security and Control.

**2.  Listed here are the course outcomes/objectives assessed in this course which play a *supplemental* role in contributing to the student’s general education along with the general education competency it supports.**

General Education Competency: **Evaluate**

 Course Outcomes or Objectives Supporting the General Education Competency Selected:

* 05.09 Discuss the various technologies utilized by law enforcement agencies.

**B.** **Other Course Objectives/Standards**

* 05.01 Appraise the impact of national patrol studies.
* 05.02 compare and contrast the various organizational structures of law enforcement agencies.
* 05.03 Give examples of different departmental recruiting techniques.
* 05.04 Define the general principles of allocation and deployment of patrol resources.
* 05.05 Explain the concepts of criminal investigation management and supervision of cases.
* 05.06 Discuss the importance of specialized units.
* 05.07 Identify crime prevention techniques.
* 05.08 Discuss the relevance of Special Operations to the administration of police services.
* 06.01 Identify proper procedures for responding to media inquires.
* 06.02 Appraise the value of making presentations to citizen groups.
* 06.03 Demonstrate effective oral communication techniques.
* 06.04 Prepare an effective written report.
* 06.05 Compare and contrast the various types of patrol techniques.
* 06.06 Explain the importance of establishing good rapport with citizens.
* CCC 07.01 Identify issues relevant to conducting a risk assessment.
* CCC 07.02 Demonstrate an understanding of the types of crime handled by private security.
* CCC 07.03 Demonstrate the ability to conduct a risk assessment.
1. **DISTRICT-WIDE POLICIES:**

**Programs for Students with Disabilities**

Florida SouthWestern State College, in accordance with the Americans with Disabilities Act and the College’s guiding principles, offers students with documented disabilities programs to equalize access to the educational process. Students needing to request an accommodation in this class due to a disability, or who suspect that their academic performance is affected by a disability should contact the Office of Adaptive Services at the nearest campus. The office locations and telephone numbers for the Office of Adaptive Services at each campus can be found at <http://www.fsw.edu/adaptiveservices>.

**REPORTING TITLE IX VIOLATIONS**

Florida SouthWestern State College, in accordance with Title IX and the Violence Against Women Act, has established a set of procedures for reporting and investigating Title IX violations including sexual misconduct.  Students who need to report an incident or need to receive support regarding an incident should contact the Equity Officer at equity@fsw.edu.  Incoming students are encouraged to participate in the Sexual Violence Prevention training offered online.  Additional information and resources can be found on the College’s website at <http://www.fsw.edu/sexualassault>.

1. **REQUIREMENTS FOR THE STUDENTS:**

List specific course assessments such as class participation, tests, homework assignments, make-up procedures, etc.

1. **ATTENDANCE POLICY:**

The professor’s specific policy concerning absence. (The College policy on attendance is in the Catalog, and defers to the professor.)

1. **GRADING POLICY:**

Include numerical ranges for letter grades; the following is a range commonly used by many faculty:

90 - 100 = A

80 - 89 = B

70 - 79 = C

60 - 69 = D

Below 60 = F

(Note: The “incomplete” grade [“I”] should be given only when unusual circumstances warrant. An “incomplete” is not a substitute for a “D,” “F,” or “W.” Refer to the policy on “incomplete grades.)

1. **REQUIRED COURSE MATERIALS:**

(In correct bibliographic format.)

1. **RESERVED MATERIALS FOR THE COURSE:**

Other special learning resources.

1. **CLASS SCHEDULE:**

This section includes assignments for each class meeting or unit, along with scheduled Library activities and other scheduled support, including scheduled tests.

1. **ANY OTHER INFORMATION OR CLASS PROCEDURES OR POLICIES:**

(Which would be useful to the students in the class.)