Course Syllabus

- Policing

Sinclair Community College
Course Number: CJS1125 **Section:** 108 **Term:** 16SP
Credits: 3.000

Room	Meeting Days	Meeting Time
9 323	MWF	01:00 PM - 01:50 PM

Faculty Information

Instructor(s):	Willis, Pete		
Department:	Criminal Justice Training Academy	Division:	
Phone Number:	512-5344	Alternate Number:	
Use Course Mail:	Yes	Alternate Email:	
Office Location:	19128	Office Hours:	

Prerequisities: DEV 0035
Other Prerequisite(s): NONE

Textbook(s)

PKG/ INTRO TO POLICING (LOOSE-LEAF) MIND LINK & ACCESS CARD, *DEMPSEY*
New
$109.00Used
$81.75 Edition: 8
ISBN: 978-1-305-69996-0Copyright: 15
Req
INTRO TO POLICING (ACCESS CARD), *DEMPSEY*
New
$86.00Used
$64.50 Edition: 8
ISBN: 978-1-305-07196-4Copyright: 15
Opt

Technical Requirements

We live in the digital age when work is aided or completed with the use of technology. All assignments will be assessed and completed in the eLearn Digital Drop Box.

If you do not own a home computer, laptop, or notebook with Internet access, you are still expected to complete all assignments as instructed. Computers are available in the Sinclair library and Sinclair computer labs.

Course Description

Management and leadership of law enforcement agencies, including investigations, patrol, internal affairs, traffic enforcement and an overview of community based and problem-oriented policing theory and practice. Emphasis on crime analysis and prevention, community partnerships to reduce crime and community education. Principles of organization, staffing, budgeting, controlling, training and planning.

Course Objectives/Competencies

General Education Outcomes:

- Oral Communication Competency
- Written Communication Competency
- Critical Thinking/Problem Solving Competency
- Values/Citizenship/Community Competency
- Computer Literacy Competency
- Information Literacy Competency

Course Outcomes:
Assessment and Accountability
Apply strategies for determining the effectiveness of community based approaches to crime prevention.
Community Policing
Explain the theory and typical practices of a community policing model.
Community Partnership
Design strategies for establishing successful collaborations between law enforcement and community groups.
Leadership and Management
Practice key aspects of successful leadership and management of law enforcement agencies.
Police Organization
Analyze alternatives for organizing the work of police agencies and the advantages and disadvantages of each approach
Personnel Management
Identify frequent personnel problems in police organizations and management responses.

Course Outline

Culture of Law EnforcementCommunity PolicingProblem Identification and Problem Solving StrategiesCrime Patterns, Analysis and ReportingCommunity Partnerships and Public RelationsTheories and Approaches to Leadership and Management of Law Enforcement AgenciesPersonnel Recruitment, Training and Management

Course Requirements

An Introduction to Policing - Eighth Edition

John S. Dempsey and Linda S. Forst

ISBN•13:978-1-285-86273-6

Print Number: 01 Print year 2014

Class Policies

Commitment to Learning: Criminal Justice Science has many careers. Employees of the Criminal Justice System are professionals. The goal is that you will further develop your professional skills during class. Commit yourself to arriving on time, being alert in class, being courteous to and respectful to other students. Manage your time well in

order to meet all the requirements of this class. This is a three credit hour course, which means that you should set aside a minimum of three to six hours a week outside of the classroom and class time to fully understand the material and be able to complete successfully your assignments. Class meetings are interactive and activity based, thus all passive learning ,which includes but is not limited to readings must be completed prior to the class session.

My Commitment: As a Sinclair Community College faculty member, I foster an atmosphere of respect for all people, and I am committed to developing a safe and welcoming environment. I honor and encourage diverse beliefs and maintain a policy of nondiscrimination. I expect the same from all who enter my classes or officer, be they students, faculty or staff.

Attendance and Participation: Attendance is key to learning. Make attending class a priority. Attendance will be taken at the beginning of each class session. Attendance and punctuality are important skills in college as well as the workplace. If you are late to class or must depart class early for whatever reason, it will be noted on the attendance sheet. You are expected to remain and participate for the full class period. Packing early as well as disengaging from the course activity or discussion will also be noted on the roster. If you are absent, it is your responsibility to email or leave a message if you will not be attending class. If you are absent, you are still responsible for submitting all assignments on time.

On time, assignments mean assignments submitted to the eLearn Drop Box by the beginning of class on the date due. Come to class prepared to discuss activities, content, questions, and cases--you will be called on for all activities and discussions. Being physically in the classroom does not equate to attendance/participation points. You must participate and speak in all activities and discussions. If you are tired, please do not sleep in the classroom. Participation will be evaluated on the following but not limited to peer interaction in group assignments and oral and written communication in the form of questions, comments, and responses. It is expected that each student will follow the student code of conduct during the class. You can choose not to attend if sleep is your priority. Please note when you choose not to attend for any reason, you will not earn attendance/participation points for the absence. Being absent means that you will need to consult a fellow student about what was covered and what is due. Check with a fellow student for announcements, activities, and other course information discussed in your absence.

Classroom Policies: CELL PHONES and OTHER ELECTRONIC DEVICES must be on silent during class time. Communication by electronic devices, including but not limited to instant messaging, text messaging, and telecommunication in the classroom prohibited. If you must text, message, or speak on the telephone please leave the classroom to address any issues that arise. Laptop or notebook computers use must be related to current in-class assignments. Side bar conversations may not occur while someone else is speaking. Only one person may speak at a time. Be open to ideas that may differ from your ideas/perspectives, diverse ideas foster thinking which enhances and improves learning. Hold your judgment, you are not asked to agree or disagree but to respect another's thoughts and experiences.

Plagiarism and cheating are serious offenses and may be punished by failure on the assignment/exam/activity/course and possible discipline from the student judiciary affairs.

Late Assignment Policy: Criminal justice professionals must adhere to strict time lines and deadlines. LATE ASSIGNMENTS MAY NOT BE ACCEPTED. It is your responsibility to make sure that assignments are submitted appropriately by the date and time in which they are due. An assignment is late if not submitted to the eLearn Digital Drop Box by the beginning of the class meeting on the assigned due date. Absence is not an excuse for not submitting assignments when due. Due dates on the syllabus may be announced or modified in class. Please note I differentiate between an "assignment" and a quiz or exam. Late quizzes and exams will not be accepted.

Check your email for this course day for any modifications to the course requirements or class/lesson plans. It is suggested that you use a planner or calendar to create a plan for completing all course requirements in a timely manner.

Extra Credit Policies: As appropriate extra credit assignments will be made available and are due on the designated due date to gain credit. Assignments not turned in on the designated due date will not be accepted.

Assignment Format and Standards: Assignments must be typed, double-space, 12 point font. All assignments will include your name, course title, course number, and course section. Proper written communications and proper oral communications are vital in criminal justice careers. All written course work must include Standard English practice.

This includes but is not limited to spelling, punctuation, capitalization, sentence and paragraph structure, grammar, clarity of expression and organization. All CJS assignments must use the MLA format.

Exam Policies: There may be several on-line exams in this class. When given, these exams will include multiple choice, short answer, and essays to resolve cases/problems pertaining to course content. Should you miss an exam, you will be assigned a grade of zero for that exam. There are a number of on-line chapter quizzes in this class. All are multiple choice. Ample time will be given for students to access and take the exams and quizzes. **No make-ups will be given for exams and quizzes not taken. A grade of zero will be assigned to all missed quizzes and exams.**

Evaluation/Grades

Exams and Assignments	Points
Up to 15 chapter exams will be used for part of your overall grade.	150
If given, exams will be used as part of your overall grade.	150
Assignments, such as classroom discussions, etc. may be part of your overall grade.	TBD

Course Schedule

CJS1125 - 108		
Week/Date	**Material to be covered**	

Make-up Work

Late Assignment Policy: **LATE ASSIGNMENTS/HOMEWORK MAY NOT BE ACCEPTED. LATE QUIZZES AND EXAMS ARE NOT ACCEPTED.**

Time management is your responsibility.

Criminal justice professionals must adhere to strict time lines and deadlines. .It is your responsibility to make sure that assignments are submitted appropriately by the date and time in which they are due. An assignment is late if not submitted to the eLearn Digital Drop Box by the beginning of the class meeting on the assigned due date. Absence is not an excuse for not submitting assignments when due. Due dates on the syllabus may be announced or modified in class.

Check your email for this course day for any modifications to the course requirements or class/lesson plans. It is suggested that you use a planner or calendar to create a plan for completing all course requirements in a timely manner.

Homework Policies: Any written assignments are to be completed in a word document format. The work must be submitted in the eLearn Digital Drop Box. There are no extensions to the written assignments.

Each chapter assignment should take a minimum of two hours to complete.

Extra Credit Points/Discussion Forums - students may be awarded with extra points for meaningful participation in on-line forum discussions regarding current topics in law enforcement/criminal justice.

Additional Information

Assignment Format and Standards: Assignments not turned in on the designated due date will not be accepted.

Any written assignments must be typed, double-space, 12 point font. All assignments will include your name, course title, course number, and course section. Proper written communications and proper oral communications are vital in criminal justice careers. All written course work must include Standard English practice. This includes but is not limited to spelling, punctuation, capitalization, sentence and paragraph structure, grammar, clarity of expression and organization. All CJS assignments must use the MLA format.

Read, read, read. Reading enhances and improves knowledge base, critical thinking skills and writing. There are many true crime books based on real crimes. These books are interesting to read and usually detail the progress of a criminal case from describing the crime, discussing the investigation, explaining the defenses, and other areas addressed during the criminal justice process.

Media: Realistic crime shows are located on educational and informative television channels. Keep current of local and national news through radio, television and print.

Criminal Justice Advocacy Group information available from Professor Ross-Gray at annette.ross-gray@sinclair.edu or Professor Jeffrey Patzer, J.D., at jeffrey.patzer@sinclair.edu

Testing Information

Exam Policies: There are several exams in this class. At the completion of each part of the textbook as outlined in the table of contents there will be an exam. The exam schedule was created to stagger exams

throughout the finals week. Courses were assigned specific dates and time and not selected by the faculty and cannot be modified. Exams will include multiple choice, short answer, and essays to resolve cases/problems pertaining to course content. Should you miss an exam, you will be assigned a grade of zero for that exam.

Sinclair Policies

Sinclair Academic Policies
Visit the links below to view Sinclair policies regarding adding or dropping a course, withdrawing from college, late registrations, change of schedule, administrative withdrawal, student behavior guidelines, safety and security, and other academic policies. Understanding these policies is the responsibility of every student.

- Policies for Academic Progress, Academically Dismissed Students, FERPA Records, Fresh Start Link: http://www.sinclair.edu/services/basics/registration-and-student-records/policies/
- Add/Drop a Course Link: http://www.sinclair.edu/services/basics/registration-and-student-records/registration/how-to-register-drop-or-add-sections/
- Honor Code and Plagiarism Policies Link: http://www.sinclair.edu/about/learning/gened/hc/

- Student Handbook Link:http://www.sinclair.edu/services/conduct-safety/student-judicial-affairs/student-code-of-conduct-handbook/
- Services Link: http://www.sinclair.edu/services/
- Policies Link: http://www.sinclair.edu/services/basics/registration-and-student-records/policies/
- Disabilities Policy & Procedure Guidelines for Students Link: http://www.sinclair.edu/services/support/disability-services/

Ombudsman
The ombudsman serves as a quick link for students, staff, and faculty in need of assistance with problem resolution. Link: http://www.sinclair.edu/support/advocate/
Attendance
Students are expected to be present at all class sessions. It is the students' responsibility to read and understand the class attendance policy or the SinclairOnline course participation policy that will be defined in the syllabus for each course. It is the faculty member's responsibility to define attendance or participation requirements and to monitor and record the students' fulfillment of these requirements. It is a program's prerogative to have specific policies across multiple sections due to the unique requirements of that program. Attendance for traditional classes or participation for SinclairOnline classes may affect final grades, financial aid eligibility, and V.A. benefits.
Sinclair Semester Dates
Click the link below to view important semester dates such as registration deadlines, payment deadlines, start and end dates for the semester as well as the last day to withdraw with a refund and the last day that withdrawal is allowed.
To learn more, follow this Link:
http://www.sinclair.edu/services/basics/registration-and-student-records/registration/registration-calendar/
Title IX (anti-harassment, non-discrimination)
It is the policy of Sinclair to comply with Title IX of the Educational Amendments of 1972 (Title IX) which states, " No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any education program or activity receiving federal financial assistance. "
Inquiries regarding Title IX discrimination on the basis of sex should be referred to the Title IX Coordinator:
444 West Third Street; Building 7, Room 7-340; Dayton, OH 45402-1460
TitleIX@sinclair.edu
(937)512-2514