

MASTER SYLLABUS

CRMJ 2032 SEMINAR IN POLICE SCIENCE (Formerly PST 2030 & CRMJ 2030) NASHVILLE STATE COMMUNITY COLLEGE POLICE SCIENCE

Instructor:

Office/Office Hours:

Phone:

Email:

Classroom & Times:

Course Credit: 3

Course Description:

An opportunity for Police Science students to study the role of law enforcement and corrections in a seminar setting. Also includes off-campus experiences, which involve supervised field activities, field site visits, and extensive research activities

Course Outcomes:

Upon successful completion of this course, students will:

- Understand the role of the modern Police Patrol Officer.
- Understand the role of support services of the police departments.

Course Competencies:

1. Understand and gain an insight into the law enforcement officer's role in presenting probably cause testimony at a preliminary hearing.
2. Understand and gain an insight into the law enforcement officer's role in booking and processing procedure of prisoners.
3. Understand and gain an insight into the law enforcement officer's role in presenting evidence in Traffic, General Sessions and Criminal Court settings.
4. Understand the role of the support sections of a Law Enforcement Agency (i.e., Aviation, Crime Scene, I.D., Training, K-9, etc.)

Textbook:

No Textbook required.

Disclaimer: Textbooks frequently change editions, so please be sure to check with the school bookstore to verify the current ISBN of the textbook before purchasing the textbook.

Class Meetings:

- Orientation Day: (Mandatory)
- Application Packet Due:
- Research Paper is due:
- No information will be accepted after this date:

Attendance Policy:

There is a strong correlation between regular classroom attendance and good grades. Students should understand that in order to receive a reasonable grade, they must regularly attend class. Students missing two consecutive unexcused weeks of class will be dropped from the roll, as well students who miss 25% of scheduled class periods. Students who fail to attend class will result in a final course grade of "FA" (failure, attendance related) or "FN" (failure, never attended class)

depending on the instructor’s attendance policy. Attendance may be taken at the beginning of class, during class, or at the end of class. Students must be present at the time roll is called in order to be counted present. Students who are absent, and who wish to be excused for those absences, must provide *written* documentation supporting their non-attendance. Written notifications *prior to scheduled absences* are an important factor in determining whether an absence will be excused or not. **There is no makeup work for absences, either excused or unexcused.**

Grading Policy:

1. Each Agency Contact Form (filled out completely) and accompanied by the required Activity Report will equal 200 points (this is a minimum 1200 points). These will be accepted throughout the semester. [Agency Contact Forms submitted without Activity Reports or journal entries will not be factored into your grade.]
2. The application Packet in complete, neat and professional form will be worth 400 points. Points will be deducted for breaches of the above underlined requirements.
3. The Research Paper containing at least 2000 words, eight (8) double spaced typewritten pages written according to MLA and APA standards, will be worth 400 points. [Remember, plagiarism will be dealt with swiftly and harshly.]

Grade Scale:

Class Points	Grade

Academic Dishonesty Policy:

Any form of academic dishonesty, cheating, plagiarizing, or other academic misconduct is prohibited. “Plagiarism may result from: (1) failing to cite quotations and borrowed ideas, (2) failing to enclose borrowed language in quotation marks, and (3) failing to put summaries and paraphrases in your works” (A Writer’s Reference, 331). Academic dishonesty may be defined as, but is not limited to, intentionally trying to deceive by claiming credit for the work of another person, using information from a web page or source without citing the reference, fraudulently using someone else’s work on an exam, paper, or assignment, recycling your own work from another course, purchasing papers or materials from another source and presenting them as your own, attempting to obtain exams/materials/assignments in advance of the date of administration by the instructor, impersonating someone else in a testing situation, providing confidential test information to someone else, submitting the same assignment in two different classes without requesting both instructors’ permission, allowing someone else to copy or use your work, using someone else’s work to complete your own, altering documents, transcripts or grades, and forging a faculty/staff member’s signature.

In addition to other possible disciplinary sanctions that may be imposed through regular college procedures as a result of academic dishonesty, the instructor has the authority to assign an “F” or a “Zero” for the exercise, paper or examination, or to assign an “F” for the course.

If a student believes that he/she has been erroneously accused of academic dishonesty and if his/her final grade has been lowered as a result, the student may appeal the case through the appropriate college grade appeal procedures.

Classroom Conduct Policy:

Nashville State Community College has a zero tolerance policy for disruptive conduct in the classroom. Students whose behavior disrupts the classroom will be subject to disciplinary sanctions. The instructor has primary responsibility for control over classroom behavior and maintenance of academic integrity. He/she can order temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct which violates the general rules and regulations of the College. Disruptive behavior in the classroom may be defined as, but is not limited to, behavior that obstructs or disrupts the learning environment (e.g., offensive language, harassment of students and professors, repeated outbursts from a student which disrupt the flow of instruction or prevents concentration on the subject taught, failure to cooperate in maintaining classroom decorum, etc.), the continued use of any electronic or other noise or light emitting device which disturbs others (e.g., disturbing noises from beepers, cell phones, palm pilots, lap-top computers, games, etc.). Each student should refer to the current Nashville State Student Handbook for guidelines for student conduct.

Use of Cellular Telephones and Pagers in Classrooms:

Students who are required to carry pagers and/or have cell phones for employment and/or family responsibilities must inform the instructor at the beginning of the semester concerning the necessity for the pager/cell phone. The instructor and student will discuss the need(s) for the pager/cell phone and a decision will be made by the instructor concerning the use of the pager/cell phone. In cases where pagers/cell phones are required and allowed by the instructor, the pager/cell phone must not disrupt the classroom. Students who violate the terms of agreement on the use of pagers/cell phones will forfeit the use of the privilege. **Students will not be excused to make telephone calls during examination periods.**

AMERICANS WITH DISABILITIES ACT (ADA) STATEMENT:

Nashville State Technical Community College complies with the Americans with Disabilities Act. If you wish to request any accommodation(s) for this class, please notify the instructor as soon as possible. Students should not be given special accommodations in the classroom unless an accommodation form from Student Disability Services is completed and distributed to the faculty member.

- Student Disabilities Coordinator: Katie Watts (615) 353-3721 Office: S-114

It is the student's responsibility to check D2L and MyNSCC email on a regular basis. These are the official communication channels between the college and students. Students are responsible for the information communicated through those channels. D2L contains specific course information and MyNSCC contains information important for other purposes.

Nashville State Community College has implemented an Early Warning System to notify students via e-mail about academic problems such as poor classroom attendance, poor performance on assignments/tests, poor communication skills, late/missing assignments, and/or lack of classroom participation. Please note that Early Warning Alerts do not affect a student's academic standing.

NOTE:

This syllabus is a master syllabus. Specific course requirements are subject to revision at the discretion of the individual instructor. A course syllabus will be provided the first day of class.

Section I

You must make at least 32 contact hours in the areas below:
The student must have a minimum of 6 contacts.

- A. Minimum of two (2) role calls or ride alongs, in a patrol function.
- B. Minimum of one (1) visit to each type of **court** listed below where a law enforcement officer will be testifying:
 - Night Court
 - General Sessions (**NO** Civil Functions)
 - Traffic
 - Criminal
 - Juvenile
- C. Minimum of one (1) contact with some other Law Enforcement function. (Booking, Aviation, Communications, Crime Scene, I.D., training, K9, etc.)

For each contact above, you will be **required** to complete an **Agency Contact Form** (original supplied within). An **Activity Report** explaining in detail your experience must accompany this form, be at least one page in length, and double-spaced.

ALL CONTACTS MUST BE PRE-APPROVED BY THE INSTRUCTOR

Section II

**YOU WILL BE REQUIRED TO COMPLETE TWO (2) WRITTEN ASSIGNMENTS;
THEY ARE AS FOLLOWS:**

1. The development of an application packet to include a type-written résumé with a cover letter and all your training certificates. This is to be presented to the instructor in a neat and professional package just as if you were applying for employment at a law enforcement agency. Instruction included.
2. A 2000-word research paper on a Criminal Justice or Law Enforcement subject of your choosing. At least 5 resource documents are required. The paper is to be written according to MLA standards. Plagiarism will be dealt with by immediate failure of this course and a referral to the Dean of Students, charging you with a violation of the Code of Student Conduct. (See Academic Dishonesty Policy included in this handout.)
THE TOPIC MUST BE DISCUSSED WITH THE INSTRUCTOR PRIOR TO STARTING YOUR PAPER.

Section III

YOU ARE REQUIRED TO CONTACT THE INSTRUCTOR **AT LEAST ONE (1) TIME A WEEK** TO MAKE THEM AWARE OF YOUR PROGRESS. FAILURE TO DO SO WILL RESULT IN A **50 POINT REDUCTION** IN YOUR FINAL GRADE. ONLY PHONE CALLS, OR VISITS ACCOMPANIED WITH E-MAILS ARE ACCEPTABLE SO AS TO CREATE A PAPER TRAIL, A TECHNIQUE THAT WILL SERVE YOU WELL IN THE FIELD OF LAW ENFORCEMENT.

THIS COURSE IS ASSERTIVENESS TRAINING. **You** ARE RESPONSIBLE FOR MAKING YOUR OWN CONTACTS. THE INSTRUCTOR IS HERE FOR **GUIDANCE AND APPROVAL ONLY!**

THIS IS A SELF-MOTIVATED COURSE. IT IS HUMAN NATURE TO PUT THING OFF THINKING YOU WILL HAVE PLENTY OF TIME TO ACCOMPLISH ALL THE TASKS ON A LATER DATE; **THIS LOGIC IS FAULTY.** MANY STUDENTS HAVE FAILED THIS COURSE USING THIS THOUGHT PROCESS.

SET WEEKLY GOALS; HENCE THE REASON FOR WEEKLY E-MAILS TO THE INSTRUCTOR. HAVE A PLAN TO ACCOMPLISH EACH TASK BY THE APPOINTED DUE DATE. **REMEMBER: *PROCRASTINATION IS YOUR ENEMY!!***