

COURSE SYLLABUS

CJLE 1329 (3:3:0)

BASIC PEACE OFFICER V

Law Enforcement Technology

Department of Professional Services & Energy

Technical Education Division

SOUTH PLAINS COLLEGE

Levelland Campus

Campus: Levelland, Texas

COURSE SYLLABUS

COURSE TITLE: **CJLE 1329 BASIC PEACE OFFICER V**

INSTRUCTORS: **Kenton Burns and SPC Law Enforcement Technology Staff**

OFFICE LOCATION: Office Number: LE 105

PHONE: (806) 716-2357

E-MAIL: kburns@southplainscollege.edu

FAX: 806 897-5288

OFFICE HOURS: Posted on office door

VISION: SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

I. GENERAL COURSE INFORMATION:

- A. **Course Description:** This class is basic preparation for a new peace officer. This course may be offered only by institutions Licensed as a Police Academy by the Texas Commission on Law Enforcement (TCOLE). All students must complete academy application processes. Admission to South Plains College does not guarantee admission to the police academy. SPC's Academy License Number is: 511249.
- B. **TCOLE RULES 215.15 AND 217.1:** Each student must meet all requirements stated in TCOLE Rules 215.15 (Enrollment Standards and Training Credit) and 217.1 (Minimum Standards for Initial Licensure) to be admitted to the academy and seek licensure to become a Texas Peace Officer. For a complete set of current rules see also <http://www.tcole.texas.gov> which is the TCOLE Web Site. (Note: Completion of the academy does not make the graduate a "Texas Peace Officer." Graduates must be commissioned by a law enforcement agency and meet all other employment criteria as required by the employing agency.) Applicants to the academy are screened and must meet TCOLE standards prior to admission. Failure to meet these standards will result in the student being immediately dropped from the class and program of study. During "Orientation" at the beginning of this course, students will receive an Academy Rules and Regulations, as well as

information relative to academy procedures that serve as basic requirements for the course of study and criteria necessary for a student to remain in good standing in the academy. A student must acknowledge receipt of this information and abide by the academy rules as directed by the Academy coordinator. Violation of any rule may subject the student to dismissal from the police academy.

- II. Course Learning Outcomes: Topics in this list of learning outcomes may be reassigned to different sections of the academy outline as necessitated for organization of the academy; in this event, outcomes of the assigned topics will be allocated to and from this list to the scheduled courses. The academy will ensure that all topics are covered within the four assigned courses. Topics covered in the assigned courses will afford students opportunity to acquire knowledge, skills, and understanding of the following:

31 Arrest and Control

Unit Goal: Strategies of defense.

- 31.1. Identify the three basic concepts of weaponless strategies.
- 31.2. Identify methods of weaponless defense.
- 31.3. In a dynamic controlled violence scenario, demonstrate techniques of weaponless defense taught in class.
- 31.4. Identify methods of weapons defense.
- 31.5. In a dynamic controlled violence scenario, demonstrate techniques of weapons defense.
- 31.6. Identify basic concepts of weapons retention.
- 31.7. In a dynamic controlled violence scenario, demonstrate techniques for weapons retention.
- 31.8. Identify the differences between deadly and non-deadly use of force.

Unit Goal: Physical process of arrest.

- 31.9. Identify factors influencing an officer's discretionary authority in arrest and non-arrest situations.
- 31.10. Identify risk factors and appropriate response.
- 31.11. Evaluate the advantages of the various methods of approaching, confronting, and interviewing the suspect.
- 31.12. Explain methods of applying handcuffs and other restraining devices.
- 31.13. Demonstrate techniques of applying handcuffs and other restraining devices.
- 31.14. Explain methods of the physical search of suspects.
- 31.15. Demonstrate techniques of physical search of suspect.
- 31.16. Explain methods of escorting and transporting suspects.
- 31.17. Demonstrate techniques of escorting and transporting suspects.
- 31.18. Demonstrate the ability to affect an arrest.

32 Criminal Investigations

Unit Goal: Goals and objectives of criminal investigation.

- 32.1. Define criminal investigation.
- 32.2. Identify the tools of the criminal investigator.
- 32.3. List the goals of a criminal investigator.
- 32.4. Discuss the legal significance of evidence.
- 32.5. Discuss the significance of proof beyond a reasonable doubt in criminal case.
- 32.6. List the characteristics of an investigator.

Unit Goal: Crimes against property and persons as well as characteristics of these crimes.

- 32.7. Discuss various types of property offenses and characteristics of these types of crimes.
- 32.8. Identify the characteristics of a street thief.
- 32.9. Explain what a “salvage switch” is and how it works.
- 32.10. Identify some common problems of dealership inventory control.
- 32.11. Identify some problems with car rental agencies (civil vs. criminal violations).
- 32.12. Identify some conditions of a vehicle that might lead an officer to suspect it to be stolen.
- 32.13. Identify some indicators that lead an officer to believe the vehicle is stolen after it has been stopped and observed.
- 32.14. Describe procedures for determining whether a vehicle has been impounded or repossessed in reported auto theft cases.
- 32.15. Identify the various types of offenses against persons and the characteristics of these type crimes.

Unit Goal: Basic preliminary investigatory procedures associated with various crimes.

- 32.16. Discuss the general procedures for conducting field identifications (show-ups) at the time of initial investigations.
- 32.17. Discuss general preliminary investigatory procedures to be followed when dealing with crimes against property.
- 32.18. Discuss general preliminary investigatory procedures to be followed when dealing with crimes against persons.
- 32.19. Identify the elements of the continuing or follow-up investigation, to include the introduction of various line-ups

Unit Goal: Forensic procedures and terminology related to homicide investigation.

- 32.20. Discuss the definition of “autopsy” and autopsy’s value in homicide investigations.
- 32.21. Discuss the significance of homicide investigation terms.

Unit Goal: Application of the tasks required in conducting a criminal investigation.

- 32.22. Describe procedures to be taken upon arrival at the scene.
- 32.23. Describe procedures for identifying victim in case of serious injury or death.
- 32.24. Identify the available special units that may be called to the scene.

- 32.25. Identify information that should be made known to other officers.
- 32.26. Discuss the legal authority to protect the crime scene and establish the perimeters.
- 32.27. Describe procedures for securing the crime scene.

Unit Goal: Protecting and searching the crime scene.

- 32.28. Discuss the objectives in conducting a crime scene search.
- 32.29. Identify the potential problems in conducting a crime scene search.
- 32.30. Demonstrate the selection and use of crime scene search methods.
- 32.31. Describe procedures involved in implementing a crime scene search.
- 32.32. Determine circumstances under which additional investigative and technical personnel should be called to conduct a crime scene search and when officers may vacate the scene.
- 32.33. Identify when evidence may and may not be used.
- 32.34. Identify the procedures to be followed in photographing a crime scene.
- 32.35. Discuss the value of crime scene sketches.
- 32.36. Describe the proper procedures for crime scene documentation.
- 32.37. Demonstrate methods for preparing a crime scene sketch.
- 32.38. Explain chain of custody.
- 32.39. Use procedures for establishing chain of custody.
- 32.40. Categorize the type of evidence to be collected for the type of offense committed.
- 32.41. Discuss safe methods for preserving evidence in original condition.
- 32.42. Apply procedures for obtaining information from victims, complainants, and witnesses.

Unit Goal: Recognize the components of and the differences between interviewing complainants/witnesses, victims, and suspects.

- 32.43. Explain the legal requirements for conducting interviews.
- 32.44. Practice the techniques used in conducting an interview.

Unit Goal: Officer's responsibility in the booking process.

- 32.45. List the reasons and procedures for search during booking.
- 32.46. Practice proper manner of detailed recording and securing of prisoner's property.
- 32.47. Practice proper procedure to record all necessary booking data on a prisoner and vehicle impound information.
- 32.48. Identify the processes by which stolen and wanted information may be retrieved.
- 32.49. Identify procedures to follow when a prisoner and/or officer may have suffered bodily injury.
- 32.50. Identify results of a proper booking process.

Unit Goal: How to be an effective courtroom witness.

- 32.51. Discuss the benefits of professional courtroom demeanor and appearance.
- 32.52. Employ the steps used to refresh memory in preparation for testimony.
- 32.53. Demonstrate proper demeanor when called to testify.
- 32.54. Describe methods of court procedure.
- 32.55. Use techniques for presenting effective testimony.
- 32.56. Discuss responses to questions within the limits of known information without speculation.
- 32.57. Explain the procedure for exclusion of witnesses from the courtroom.
- 32.58. Give examples of courtroom tactics used by defense attorneys.
- 32.59. Demonstrate the ability to testify effectively and to critique the testimony of others.

Unit Goal: Develop proficiency in the case management process.

- 32.60. Describe the reasons for case management.
- 32.61. Discuss the value of a properly prepared case folder.
- 32.62. Review the type of documentary information included in a case folder and in a prosecution summary.
- 32.63. Identify the necessity of properly prepared case files.

33 Juvenile Offenders

Unit Goal: Conducting investigations involving juveniles.

- 33.1. Identify the purpose of Title III, Juvenile Justice Code, as it relates to juvenile investigations.
- 33.2. Define specific terms relating to juvenile proceedings.
- 33.3. Define delinquent conduct; conduct indicating a need for supervision
- 33.4. Identify the legal requirements pertaining to a waiver of rights and requirements for admissibility of statements given by FC 51.09 and 51.095.
- 33.5. Identify the legal requirements on places and conditions of detention.
- 33.6. Identify the legal restrictions on fingerprinting and photographing a child and administering a polygraph examination.
- 33.7. Identify the legal requirements for taking a child into custody.
- 33.8. Identify the legal requirements for release or delivery to court.
- 33.9. Identify the legal requirements for the release of a child brought before the court or delivered to a detention facility.
- 33.10. Identify the legal requirements for a detention hearing without a jury if the child is not released.
- 33.11. Identify the legal requirements for disposition without referral.
- 33.12. Identify the rights and duties of parents.
- 33.13. Identify the legal requirements for investigation of report of child abuse or neglect.
- 33.14. Identify the legal requirements relating to medical treatment and medical examination of a child.
- 33.15. Identify the legal requirements for taking possession of a child in an emergency.

- 33.16. Discuss Child Advocacy Centers (CACs).
- 33.17. Identify law enforcement's legal requirement to notify schools upon arrest and/or referral to juvenile court

Unit Goal: Conducting investigations involving missing children, and missing persons.

- 33.18. Explain the legal definitions for a missing person or a missing child.
- 33.19. Identify the function of the State Missing Persons Clearinghouse (SMPC) and the required report forms.
- 33.20. Describe law enforcement requirements once the child is reported missing to law enforcement.
- 33.21. Identify the steps to take in a missing child investigation.
- 33.22. Identify when records are confidential under the Texas Missing Persons and Missing Children's Act.
- 33.23. Identify the proper steps to activate the Statewide AMBER Alert System.

Unit Goal: Nature of juvenile issues related to youth involvement in gangs.

- 33.24. Identify the five domains of risk factors for youth joining gangs.
- 33.25. Discuss three important points associated with youth gang involvement.

35 Patrol Skills

Unit Goal: Patrol function and preparation.

- 35.1. List the patrol functions.
- 35.2. Identify the methods of mental and physical preparation.
- 35.3. Identify basic safety awareness tactics.

Unit Goal: Hazards a peace officer may encounter when on patrol.

- 35.4. Determine the various kinds of hazards encountered while on patrol.

Unit Goal: Techniques of patrol.

- 35.5. Identify the two types of problem area patrols.
- 35.6. Identify the advantages of the six different patrol modes.
- 35.7. Discuss the various patrol methods

Unit Goal: Confronting pedestrians and conducting field interviews.

- 35.8. Demonstrate a proper pedestrian stop.
- 35.9. Demonstrate techniques used while interviewing persons during field operation.
- 35.10. Discuss the use of the field inquiry.

Unit Goal: Demonstrate proper vehicle positioning per agency policy (traffic stops).

- 35.11. Define vehicle stop.
- 35.12. Discuss the phases of traffic stops
- 35.13. Describe the three general categories for vehicle stops.
- 35.14. Demonstrate the four basic positions for the patrol unit.

- 35.15. Review the 8-step tactical vehicle stop.
- 35.16. Explain the 7 basic tactics for making contact with the violator.
- 35.17. Demonstrate the 12 ambush zones.
- 35.18. Discuss case laws as they relate to traffic stops.
- 35.19. List the five responses that can happen to an officer if fired upon.

Unit Goal: Assess risk in calls for service.

- 35.20. Identify the procedures for safe responses to crimes in progress calls.
- 35.21. List the procedures for safe building searches.
- 35.22. Identify the procedures for safe response to incidents involving explosive devices.
- 35.23. Explain procedures for the safe response to an active shooter by the first responders.
- 35.24. Establish an immediate action plan tactics.
- 35.25. Review a proper team formation of the diamond formation or linear (T) formation type.
- 35.26. Define terms related to crowd management.
- 35.27. Discuss procedures for responding to crowd control situations.

Unit Goal: Maintain the peace and safeguard lives and property during situations calling for crowd management.

- 35.28. Define selected types of crowds and mobs.
- 35.29. List the elements of the offenses relevant to crowd control.
- 35.30. Identify factors of responding to crowd control situations.

Unit Goal: Effective public service.

- 35.31. List the goals of public service.
- 35.32. Identify the consequences of public service.
- 35.33. Identify different methods designed to enhance public service.
- 35.34. Identify community resources that can be used for assistance in emergencies.

Unit Goal: Recognize the value of the crime prevention function and perform crime prevention activities.

- 35.35. Define the role of law enforcement in providing crime prevention services to the public.
- 35.36. Identify methods to gain citizen involvement in crime prevention.
- 35.37. List the elements of a crime prevention program.

42 HazMat Awareness/ICS

Unit Goal: Safely recognize the immediate hazard and effectively perform the first-responder role focusing on preservation of life safety.

- 35.38. Define term “hazardous materials” or HAZMAT.
- 35.39. Discuss chemical materials.
- 35.40. Discuss biological hazards.

- 35.41. Discuss radioactive materials/nuclear radiation and its types.
- 35.42. Discuss explosive materials.
- 35.43. Define the following basic toxicology terms.
- 35.44. Identify common routes of exposure for CBRNE materials.
- 35.45. Describe the potential effects of a CBRNE incident.
- 35.46. Describe the basic procedures for safeguarding lives at a CBRNE event using the RAIN acronym.
- 35.47. Identify sources to obtain on-site information about hazardous materials being transported.
- 35.48. Discuss Personal Protective Equipment (PPE) and decontamination.
- 35.49. Describe the National Incident Management System (NIMS) and Incident Command System (ICS) and their anticipated role in the management matrix.
- 35.50. Describe the Incident Command System.

III. GENERAL COURSE INFORMATION/REQUIREMENTS:

- A. Course Competencies: Upon successful completion of this course, each student will have demonstrated through comprehensive examinations, with a score of 80% or better, a competent understanding of specific elements listed in objective required in this course. Any motor skill competency will meet minimum course evaluations and receive a Pass/Fail grade.
- B. Academic Integrity: It is the goal of the SPC Law Enforcement faculty to foster a spirit of complete honesty and a high standard of integrity in education and training endeavors. It is a serious offense for any student to present as his or her own work that he or she has not honestly performed; such action renders the offender liable to serious consequences that may include suspension from the academy. Students should refer to the SPC General Catalog policy regarding consequences for cheating and plagiarism. (See “Academic Integrity” as well as “Student Conduct” sections in the college catalog.) If any student has a question as to whether he or she may work with other students on any assignments, **SEEK GUIDANCE FROM THE INSTRUCTOR** to ascertain whether or not the student is in compliance with course guidelines.
- C. Verification of Workplace Competencies. Successful completion of this course meets one of the TCOLE mandated requirements that permit a student to take the state License Examination to be a Texas Peace Officer. A student who successfully passes the state’s examination does not become a peace officer until he or she is employed by an official law enforcement/criminal justice organization empowered to commission a peace officer in the state of Texas. Successful passing score on the state licensure examination is one of many employment criteria that permit a person to seek employment with law enforcement agencies.

- D. The SPC Police Academy Handbook: Each Academy student is provided an Academy Handbook that contains Rules and Regulations. The Handbook is considered a part of the Syllabus as if written in this document.
- E. Attendance Policy: The South Plains College attendance policy is stated in the General Catalog. In addition, the SPC Police Academy Handbook includes additional requirements that meet TCOLE policies and the “Handbook” is to be followed in details outlined therein. Punctual and regular attendance in class is required of all law enforcement students. Each student is responsible for all class work covered while she or he was not in class. At the discretion of the instructor, a student may complete make-up work assignments for unavoidable absences. An instructor uses discretion to administer an “X” or “F” grade when a student has excessive absences. In the event a student is not able to complete course work, she or he is expected to take initiative to initiate a student withdrawal notice that results in grade of “W” when completed before the last college “drop date.” All students must complete or remain in compliance with TCOLE and academy requirements. (Note: See “Academy Rules and Regulations, Standard for Student Dismissal From Class/Program.” Police Academy attendance standards are in full force and effect as if written in this Syllabus.)
- F. Assignment Policy: All required work must be turned in “on-time” in order that the student may benefit from the corrections and study for future examinations. Assigned outside work is DUE ON THE CLASS PERIOD ASSIGNED BY THE INSTRUCTOR. Late work generally is not acceptable; however, special consideration is subject to instructor discretion for exceptional circumstances. The instructor has sole discretion whether the exception is cleared and whether or not the make-up work is acceptable.
- G. Accommodations: South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. It is the policy of South Plains College to offer all educational and employment opportunities without regard to race, color, national origin, religion, gender, disability or age (SPC Equal Opportunity Policy—General Catalog). Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities who wish to request accommodations in such case should notify the Special Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Special Services coordinator on the Levelland Campus at (806) 894-9611, ext. 2529.
- H. Diversity Statement: Instructors in the program will establish and support an environment that values and nurtures individual and group differences and encourage engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and

stimulate all of us to learn about others, about the larger world and about ourselves. Promoting diversity and intellectual exchange will not only mirror society as it is, but also model society as it should and can be so that each person may live in harmony with others.

IV. SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS:

A. Grading Policy/Procedures/or Other Methods of Evaluation: An accumulative point system will be utilized to determine the final grade that the student will receive for the class. Each student must make a grade of “B” or better in order to continue to the next class in the sequence. Skill classes that require “demonstration of procedures” (driving, handgun qualification, defensive tactics, etc.) will be graded as “Pass/Fail” only and will not receive a point evaluation score. However, each student **MUST** receive a “Pass” grade in each tactic/procedure in order to pass the entire course; failure to pass a skill assessment will result in a grade of “F” for the entire course regardless of any other course grades or point accumulation. As long as the student in skill classes receive a “PASS” score for each required competency, the following scale will be used to calculate the final grade based on the accumulation of all other points earned through testing scores:

- 90% or better of all possible points = A
- 80%-89% of all possible points = B

(Note: Any student that receives a grade below “B” will not be permitted to proceed to the next session of the police academy and will be dropped from the academy. See also “Academy Rules and Regulations, Grade Policy” which are in full force and effect as if written in this Syllabus.)

B. Textbook and Other Materials:

- TEXAS CRIMINAL AND TRAFFIC LAW MANUAL, Most Recent Edition (Bi-Annually revised to reflect most recent law), Lexis Nexis/Gould Publications.
- Accident Investigator’s Template, Northwestern University, Traffic Institute
- Athletic Gym trousers and top; athletic shoes
- Towel and toiletries following workout

C. Course Outline:

<u>TOPIC</u>	<u>TCOLE UNIT #</u>	<u>HOURS</u>
Arrest and Control	31	40
Criminal Investigations	32	40
Juvenile Offenders	33	10
Patrol Skills/Traffic Stops	35	46
HazMat Awareness/ICS	42	4
TOTAL:		140