Department:

Criminal Justice

Course Description:

This course is designed for students who want to have a career in law enforcement. The course will provide an overview of the organization, management, and administration of law enforcement agencies. The course will include basic police patrol procedures, including officer safety protocols, pursuit policies, arrest procedures, search and seizure processes, and writing police reports.

Course Competencies:

Upon completion of the course, the student should be able to:

1. Describe the historical evolution of administrative thought and practices regarding law enforcement in America.
2. Explain the basic concepts of ethics, training, and professionalism in law enforcement.
3. Take field notes, write police reports, develop investigative protocol, and write offense reports.
4. Develop and articulate an informed opinion regarding issues faced by public safety professionals today.
5. Develop and articulate an informed opinion regarding issues from concerned citizens regarding police encounters, police brutality, and civil litigation.
6. Describe the process of applying for a career in law enforcement, including job search, position requirements and responsibilities, application letters and forms, and hiring cycles.

Course Content:

A. Historical Perspectives in Policing
   1. Roles of police and public safety officers in a democratic society
   2. Evolution of policing in relation to other components of the criminal justice system

B. Understanding and Respecting Professionalism in Policing
   1. Professional conduct and occupational integrity
   2. The law enforcement Code of Ethics
   3. Personal characteristics required for a successful law enforcement career

C. Concepts and Techniques of Basic Police Patrol Procedures
   1. General vehicle stop situations
   2. High risk vehicle stops
   3. Citizen encounters
   4. Building search procedures, observation methods, identification of risks and hazards

D. Documentation
   1. Taking effective field notes
2. Developing and writing probable cause statements
3. Writing effective reports and supplemental follow-up reports
4. Interviewing and interrogation
5. Differences between questioning of a general inquiry and targeted questions to elicit incriminating statements
6. Legal concepts of the right to remain silent

E. The Role of Law Enforcement in Crime Prevention
   1. Proactive versus reactive policing and effective relationships between police and private citizens
   2. Involving the community in crime prevention efforts
   3. Community resources in law enforcement responses to emergencies

Learning Assessments:

Course competencies will be assessed by exams, a comprehensive final exam, and a career exploration.

Instructional Materials:


Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

In order to begin the process all students must complete the “Disabilities Self-Identification Form” at this link: https://highlandcc.edu/pages/disability-services.

This form can also be accessed at the Highland Community College homepage under Students Services/Student Resources/Disability Service or by contacting the Disabilities Coordinator.