

**CJ 2323: Aspects of Law Enforcement
Sul Ross State University - Fall 2023**

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Classroom & Hours : MAB 107 & Tuesday, 6:00 PM - 9:00 PM
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Required Texts

- 1) Effective Communication in Criminal Justice ROBERT E. GRUBB K.VIRGINIA HEMBY ISBN: 9781506392134
- 2) (Recommended Textbook: The Criminal Justice Student Writer's Manual Sixth Edition: WILLIAM A. JOHNSON, JR RICHARD P. RETTIG GREGORY M. SCOTT STEPHEN M. GARRISON
- 3) Additional readings Textbook provided in classroom A Guide To Writing Quality Police Reports RONALD F. CONNOLLY, Ed. D. CHRISTOPHER J. UTECHT, M.S.

Regarding scientific journal articles, Byran Wildenthal Memorial Library of SRSU has an extensive database infrastructure. You can get detailed information and advising from libraries website <https://library.sulross.edu> Once you logged in to your Sul Ross Account on Blackboard you should be automatically connected to the library webpage as well. Thus, you can browse the online databases of the University and reach the articles on the additional reading list.

The Bryan Wildenthal Memorial Library and Archives of the Big Bend in Alpine offers FREE resources and services to the entire SRSU community. Access and borrow books, articles, and more by visiting the library's website. Off-campus access requires logging in with your LoboID and password. Librarians are a tremendous resource for your coursework and can be reached in person, by email (srsulibrary@sulross.edu), or phone (432-837-8123).

No matter where you are based, public libraries and many academic and special libraries welcome the general public into their spaces for study. SRSU TexShare Cardholders can access additional services and resources at various libraries across Texas. Learn more about the TexShare program by visiting library.sulross.edu/find-and-borrow/texshare/ or ask a librarian by emailing srsulibrary@sulross.edu.

Course Description

This course will explore police authority and responsibilities regarding the basic skills needed for Law Enforcement. This course will also provide guidance and ethical discussions regarding modern-day law enforcement issues, and police values. Throughout discussion and class readings, there will be information regarding police reports that is needed and is a required basic skill in Law Enforcement. The student will have the opportunity to learn about Police integrity, skills, values, and the day-to-day issues faced by law enforcement personnel. The student will develop an understanding for police reports and research papers that require the gathering of important facts and special turning points in law enforcement.

Course Learning Objectives

Upon completion of this course, students will:

- be able to understand police authority, the court system and process, sources of rights, and the law of arrest, search, and seizure developed through court decisions that impact and form the way police officers do their jobs.
- have an established knowledge of specific areas of the U.S. Constitution as it relates to specific legal liabilities of criminal justice professionals, in particular police officers.
- gain the ability to identify, develop basic skills in police reports, and gain more inside knowledge and procedures to type a police report.
- have a workable knowledge of most issues faced by law enforcement and knowledge about current turning points that affect law enforcement.

Criminal Justice Undergraduate Program Student Learning Outcomes (SLOs)

UG-CJ-SLO1: Students will be able to demonstrate knowledge of police reports and research papers that include general information related to the basic skills needed for today's law enforcement.

UG-CJ-SLO2: Students will be able to demonstrate knowledge of criminological theories and apply those theories by participating in class discussions where basic law enforcement knowledge will be obtained.

UG-CJ-SLO3: Student will be able to demonstrate a working knowledge of the specific language of the Criminal Justice System, ability to identify the individual parts and costs associated with the Criminal Justice System and demonstrated knowledge in recognizing the political influences on the CJ system.

General Classroom Policies

Students are encouraged to attend the class, ask questions and express opinions; however, talking among students and disruptive behavior will not be tolerated. You may bring beverages to class with you, but not food. Reading outside materials such as newspapers or other course

work is not permitted during class time. Students should be prepared to engage in discussion over the assigned readings, and for possible pop quizzes. Electronic devices are never allowed to use in class in a way to distract the instructor and other students. Keep your mobile phone in silent mode, otherwise switch it off. There will be one general rule in class which applies to all situations. This is also called “golden rule”. TREAT OTHERS AS YOU WOULD LIKE TO BE TREATED.

Course Assessment

Discussion Board Questions (There will be Discussion Questions on Blackboard after the end of every two chapters These questions will be posted at the beginning of the week or after our weekly class. The question and a reply to two classmates will be due that Sunday before 11:59 p.m. We will discuss all these questions prior to posting them, and for students to have knowledge and a reminder of the posting of these questions.)

1 - Quizzes (100 points total): There will be one quiz on the blackboard before the Midterm Exam. The Quiz will be 100 points total and will cover all the chapters prior to the Midterm Exam.

2 - Midterm Exam and Final Exam (100 Points each): There will be a midterm Exam that applies aspects and basic skills of all the chapters read before the Midterm. This Midterm will be required to be completed in a police report form and will cover all aspects and information gathered through class discussion and textbook information. It will be worth 100 points. No make-up test will be given unless an uncontrollable emergency or illness arises (written proof required).

3. The Final exam will be a informational research paperwork and will be discussed in class many times before assigning it. One Extra credit activity will be available.

4. - Attendance (20 points): Attendance is important! Attendance demonstrates maturity, responsibility and a serious attitude toward education. I believe that regular and punctual attendance is an integral part of the learning process. Attendance will be taken daily and absences cannot be made up. Students should be in class on time and should be prepared to stay for the entire class period. If I have begun class by the time you enter, you should make sure that I counted you as present by checking with me after class.

In accordance with current SRSU policy, when a student misses a total of 9 hours of class (6 classes), the presumption is that the student will be dropped from that class with an “F”. Please note that it is the student’s responsibility to inform the instructor prior to any University event that would cause an absence. Failure of the student to inform the instructor will result in that absence being recorded as unexcused.

Below is the points that you will receive as your attendance grade:

Full attendance	: 20 points	3 Missed classes	: 8 points
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1 Missed class	: 16 points	4 Missed classes	: 4 points
2 Missed classes	: 12 points	5 Missed classes	: 0 points

6 Missed classes: Your final grade will be “F” according to SRSU Attendance Policy

Academic Integrity

Sul Ross State University students are responsible for reading, understanding, and abiding by the “[Sul Ross Student Handbook](#)”. Sul Ross State University and the instructor of this course both place a high priority on the academic integrity of their student scholars. As a result, all institutional guidelines and instructional policies concerning academic integrity will be strictly and uniformly enforced with all students regardless of context.

Students in this class are expected to demonstrate scholarly behavior and academic honesty in the use of intellectual property. A scholar is expected to be punctual, prepared, and focused; meaningful and pertinent participation is appreciated.

Examples of academic dishonesty include but are not limited to:

- turning in work as original that was used in whole or part for another course and/or professor;
- turning in another person’s work as one’s own;
- copying from professional works or internet sites without citation;
- collaborating on a course assignment, examination, or quiz when collaboration is forbidden.

Students should also avoid using open AI sources unless permission is expressly given for an assignment or course. Violations of academic integrity can result in failing assignments, failing a class, and/or more serious university consequences. These behaviors also erode the value of college degrees and higher education overall.

APA Style

This course will use the American Psychological Association (APA) Seventh Edition formatting and style guide for all written assignments. If you have any questions or concerns regarding the use of APA a number of resources have been provided below. Please note that all external sources must be appropriately cited. A failure to do so constitutes plagiarism and is a violation the course academic honesty standards. Beside numerous online sources you can also visit the following link for help with APA

https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_style_introduction.html.

Student Support Services

Sul Ross State University has established a variety of programs to help students meet the challenges of college life. Support to students includes advising, counseling, mentoring, tutoring,

supplemental instruction, and writing assistance. For a complete list of academic support services, visit the Student Support Services at <https://www.sulross.edu/section/311/student-support-services>. For more information, students are encouraged to contact SSS at (432) 837-9118 or visit Ferguson Hall Room 105.

Students with Special Needs - Americans with Disabilities Act as Amended (ADAAA)

Sul Ross State University (SRSU) is committed to equal access in compliance with Americans with Disabilities Act of 1973. It is SRSU policy to provide reasonable accommodations to students with documented disabilities. It is the student's responsibility to initiate a request each semester for each class. Alpine students seeking accessibility/accommodations services must contact Mary Schwartze Grisham, M.Ed., LPC, SRSU's Accessibility Services Coordinator at 432-837-8203, or email mschwartz@sulross.edu. The office is located on the first floor of Ferguson Hall # 112, and the mailing address is P.O. Box C-122, SRSU, Alpine. Texas, 79832.

Late Assignment Submission Policy

Students are supposed to finish their coursework on time and assignments must be submitted before the deadlines. In principle, I do not accept late work and do not believe in allowing students to turn in work after the due date. My position is that everyone knows the rules of engagement at the beginning of the term and that it is the student's responsibility to ensure that they plan accordingly to submit their assignments and take their exams in a timely manner. If an assignment/exam is missed or late the students are expected to show an appropriate cause for this issue. Late assignments will not be accepted unless there is an excuse that is recognized by the university. Students are encouraged to frequently review the syllabus and remain aware of the deadlines for all assignments and exams.

Departmental Bachelor's Degree Program Marketable Skills

The Texas Higher Education Coordinating Board (THECB) sets statewide goals through the 60x30TX initiative. The THECB plan includes four major goals in 60x30TX: Educated Population, Completion, Marketable skills, and Student debt. The [60x30TX](#) plan was designed to tie together all four student-centered goals. 60x30, which measures the educated population in Texas, is the overarching goal at the center of the plan and calls for 60 percent of 25- to 34-year-olds in Texas to hold a credential or degree by 2030. The 60x30 goal is supported by the other three goals (completion, marketable skills, student debt) that will get Texas to 60 percent by 2030.

By 2030, all graduates from Texas public institutions of higher education will have completed programs with identified marketable skills. Students who can effectively market their skills to potential employers can secure employment that pays competitively. Marketable skills include interpersonal, cognitive, and applied skill areas, are valued by employers, and are primary or

complementary to a major. Marketable skills are acquired by students through education, including curricular, co-curricular, and extracurricular activities. Marketable skills are often called “employability skills” in other countries, or “transferable skills” here in the states. They include both technical and soft skills.

The marketable skills of Homeland Security and Criminal Justice BS Program are listed as follows:

1. Students Develop Verbal and Written Communication Skills.
2. Students Access Resources with Crime Data and Work with Numbers and Demonstrate Quantitative Skills.
3. Students Use Critical Thinking and Observation.
4. Students Use Teamwork and Work Collaboratively.
5. Students Develop Multicultural Understanding.
6. Students Analyze the Factors Contributing to Crime.
7. Students Know Legal Codes & Procedures and Safety.

Classroom Climate of Respect

Students are expected to respect their classmates' and instructors' privacy and the work or comments they produce. Importantly, this class will foster free expression, critical investigation, and the open discussion of ideas. This means that all of us must help create and sustain an atmosphere of tolerance, civility, and respect for the viewpoints of others. Similarly, we must all learn how to probe, oppose and disagree without resorting to tactics of intimidation, harassment, or personal attack. No one is entitled to harass, belittle, or discriminate against another on the basis of race, religion, ethnicity, age, gender, national origin, or sexual preference. Still we will not be silenced by the difficulty of fruitfully discussing politically sensitive issues.

Supportive Statement

I am to create a learning environment for my students that supports various perspectives and experiences. I understand that the recent pandemic, economic disparity, and health concerns, or even unexpected life events may impact the conditions necessary for you to succeed. My commitment is to be there for you and help you meet the learning objectives of this course. I do this to demonstrate my commitment to you and to the mission of SRSU to create a supportive environment and care for the whole student as part of the Sul Ross Familia. If you feel like your performance in the class is being impacted by your experiences outside of class, please don't hesitate to come and talk with me. I want to be a resource for you.

Other Course Expectations

- Remember that this is a college course, therefore, college level work will be expected which includes proper APA format, proper grammar, sentence structure, and organizational structure.
 - Review the syllabus so that you may be aware of assignments and papers; contact me for any clarifications.
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Grading

5 Quizzes	100 points
1 Midterm Exam	100 points
1 Final Exam	100 points
Attendance	20 points
Total	320 points

Final Grading Scale

A 320 - 288

B 287 - 256

C 255 - 224

D 223 - 192

F 191 & below

Weekly Tentative Course Schedule

Week	Dates	Topics	Assignments
1	August 29	Course Introduction & Requirements Introduction	Syllabus Textbook Chapter 1
2	September 5	Chapter 2: Think Before You Speak Pg. 32	Textbook Chapter 2 and Assignment 1 (Discussion Board) Due: Sunday, Sept 10 @11:59 pm
3	September 12	Chapter 3: Actions Speak Louder Than Words: Nonverbal Communication Pg. 53	Textbook Chapter 3 No assignment
4	September 19	Chapter 4: Grammar A Lesson in the Basics	Textbook Chapter 4 and Assignment #2 (Discussion Board) Due: Sunday, Sept 17 @ 11:59 pm
5	September 26	Chapter 5: Preparing to Speak, Presentations, and visual aids	Textbook Chapters 5 No Assignment
6	October 3	Chapter 6: Written Communication: An Agency Lifeline	Textbook Chapters 6 and Assignment #3 (Discussion Board) Due: Sunday, October 8 @ 11:59 pm
7	October 10	Chapter 7: Interviewing and Interrogating: Witnesses and Suspects	Textbook Chapter 7 No Assignment
8	October 17	Chapter 8: The Court System: Preparing for and Testifying in Court	Textbook Chapter 8 and Final Assignment (Discussion Board) Due Oct 22 @11:59pm
9	October 24	Review for Quiz on chapters 1-8	Due Sunday, October 29 @ 11:59 pm
10	October 31	Midterm Exam (No classes)	Midterm due Sunday, November 5 @11:59PM
11	November 7	Class Discussion on "The Criminal Justice Student Writers Manuel"- sixth ed.	Class Discussion
12	November 14	Class Discussion on "The Criminal Justice Student Writers Manuel"- sixth ed.	Class Discussion
13	November 21	Extra Credit Activity Available Thanksgiving Day Holiday (11/22-24)	

14	November 28	Class Discussion on “The Criminal Justice Student Writers Manuel”- sixth ed.	Discuss Final
15	December 5 December 6 December 7 December 8	Discuss Final Last class day before finals Dead Day Due date for Final Exam	
16	December 5-7	Finals	

End of Course Evaluations

Student evaluations of faculty are administered online at the end of each term/session for all courses with five or more students. Students will receive an email containing a link to a survey for each course in which they are enrolled. All responses are anonymous.

****Syllabus is subject to updates and changes by announcement, always look to the course announcements and reminders for updates. The faculty member reserves the right to amend this syllabus as needed****