

Police Operations

5006B903 - CJ102

Instructor: Dr. Kelli Callahan, Ph.D.

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Phone: 425.564.2703 (Office)

Dates: 01/02/20 - 03/20/20

Office location: D200C

Office Hours: M/W: 10:30am-12:30pm, T/Th: 2:30pm-3:30pm

Office hours also available online and by appointment

Class Location: Online

Course Information

This course serves to introduce students to the organizational structure and concepts of staff and line, chain of command, and hierarchy within policing. Students will also examine advantages and limitations of organizational models for law enforcement agencies of varying sizes.

Course Outcomes

Upon successful completion of the course, students should be able to:

- Comprehend the roles and functions in police organizations.
- Explain the historical development of law enforcement from England to the present day in the United States.
- Evaluate the differences between local, county, and state police functions.
- Analyze model organizational charts for various size police agencies, police budgets, and financing of police activities.
- Analyze situations involving police discretion, ethics, police culture and crime control models of policing.

How Outcomes Will be Met

Course outcomes will be met via a variety of academic delivery strategies to include participation in writing assignments, online discussion forums, timed quizzes, and a comprehensive final exam.

Grading

Activities	Points Description	Total Points
Discussion Forums	10 forums @ 10 points each	100
Assignments	10 assignments @ 10 points each	100
Quizzes	10 quizzes @ 10 points each	100
eExercises	10 eExercises @ 10 points each	100
<u>Final Exam</u>	<u>1 final exam @ 100 points</u>	<u>100</u>
	Total Points:	500

Grading Scale

A 94-100% A- 90-93% B+ 87-89%

B 84-86% B- 80-83% C+ 77-79%

C 74-76% C- 70-73% D+ 67-69%

D 60-66% F 0-59%

The College Grading Policy is explained in the current Course Catalog and can also be found at this link: [Grading Policy](#) (Links to an external site.)

Books and Materials Required

Police Operations: Theory and Practice by Hess, Orthmann, and Cho (2014). ISBN: 9781285052625 Cengage Publication. Older editions of this text are not to be used since they will have older statistics and will not contain the most current data in the dynamic field of criminal justice. Note: It is your responsibility to secure the required access card as soon as possible as it will be needed during the initial week of class in addition to all subsequent weeks of the class.

Help with Canvas

Students can find help with Canvas by following the link here: [Student Canvas Help](#) (Links to an external site.)

Classroom Learning Atmosphere

Instructor's Expectations

Since this class does not meet face to face on campus you are expected to attend the online classroom for AT LEAST one hour five times a week. To be successful in this class, you need to read the required course textbook, view the provided PowerPoints, participate in the weekly forum posts, and complete all other associated work posted within our Canvas class.

If you have never taken an online course I would recommend taking the online tutorial at: <https://bc.instructure.com/courses/411354> to familiarize yourself with Canvas.

Discussion Forum Rubric. Rubric was retrieved from pbs.org (Links to an external site.)

	Excellent (8-10 points)	Satisfactory (5-7 points)	Unsatisfactory (1-4 points)
10 Points Weekly			
Quantity and timeliness	<ul style="list-style-type: none"> Creates an initial post & responds to another post within the weekly time frame Few grammatical and spelling errors (0-1) 	<ul style="list-style-type: none"> Creates an initial post & responds to another post within the weekly time frame Few grammatical and spelling errors (2-3) 	<ul style="list-style-type: none"> Does not Create an initial post and doesn't respond to another post within the weekly time frame Several grammatical and spelling errors (4 or more)
Demonstrates knowledge and understanding of course content	<ul style="list-style-type: none"> Post demonstrates clear evidence of knowledge and understanding of course material & content Post response and comment demonstrates clear understanding of another point of view and how course content applies to it. 	<ul style="list-style-type: none"> Post demonstrates some evidence of knowledge & understanding of course material & content Response elicits some response and reflection from others 	<ul style="list-style-type: none"> Post does not demonstrate evidence of knowledge & understanding of course materials Response seldom elicits responses and reflection for others
Posts generate learning within the community	<ul style="list-style-type: none"> Response elicits responses and reflection for others 	<ul style="list-style-type: none"> Response provides some resources to aid in deeper critical thinking Post response does not demonstrate 	<ul style="list-style-type: none"> Response seldom provides resources to aid in deeper critical thinking

· Response provides understanding of resources to aid in deeper critical thinking. another point of view and how course content applies to it.

· Post response and comment demonstrates understanding of another point of view and how course content applies to it.

Total Points=10

Accessibility

The online elements of this course are designed to be welcoming to, accessible to, and usable by everyone, including students who are English-language learners, have a variety of learning styles, have disabilities, or are new to online learning. Be sure to let me know immediately if you encounter a required element or resource in the course that is not accessible to you. Also, let me know of changes I can make to the course so that it is more welcoming to, accessible to, or usable by students who take this course in the future.

Affirmation of Inclusion

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

Affirmation of Inclusion (Links to an external site.)

(<https://www.bellevuecollege.edu/inclusion/> (Links to an external site.))

Reasons of Faith and Conscience

Reasonable Accommodations for Reasons of Faith and Conscience: Students who will be absent from course activities due to reasons of faith or conscience may seek reasonable accommodations so that grades are not impacted. Such requests must be made within the first two weeks of the course to the office of the Associate Vice President of Student Affairs (see Bellevue College Policy 2950 (<https://www.bellevuecollege.edu/policies/id2950/>)). In the event you feel you are being discriminated against based on faith or conscience, you may refer to the procedures outlined in the college's Discrimination, Harassment and Retaliation Policy 1440P (<https://www.bellevuecollege.edu/policies/id-1440p/>)).

Annual Notice Non-Discrimination

Bellevue College does not discriminate on the basis of race or ethnicity; creed; color; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; or veteran status in educational programs and activities which it operates. Bellevue College is prohibited from discriminating in such a manner by college policy and by state and federal law. All college personnel and persons, vendors, and organizations with whom the college does business are required to comply with applicable federal and state statutes and regulations designed to promote affirmative action and equal opportunity.

Reports of gender and sex-based based discrimination, sexual misconduct, or retaliation by a student should be raised with the Title IX office (see 1440P2 for contact information). In cases where the impacted party is a student and the responding party is a college employee, the Title IX coordinator will direct the matter to the Office of Human Resources (HR). All other reports, including all reports where the impacted party is an employee, should be raised with the HR. If a report is against personnel in the Title IX office or HR, it should be submitted to the president's office for referral to an alternate designee.

Equal Opportunity (Links to an external site.) (<http://www.bellevuecollege.edu/equal/> (Links to an external site.))

Spanish and Chinese versions of the anti-discrimination statement are available at [Important Links](#) (Links to an external site.)

Confidentiality and Mandatory Reporting

As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep information you share private to the greatest extent possible. However, I am required to share with the Title IX Coordinator any and all information regarding sexual assault and other forms of sexual misconduct (e.g. dating violence, domestic violence, stalking) that may have occurred on campus or that impacts someone on campus. Students may speak to someone confidentially by contacting the BC Counseling Center at (425) 564-2212.

The Title IX Office can be contacted at 425-564-2641 and more information can be found at [Title IX \(Links to an external site.\)](#) (<http://www.bellevuecollege.edu/titleix/> (Links to an external site.)). If you have any concerns, you may report to: [Report Concerns \(Links to an external site.\)](#) (<https://www.bellevuecollege.edu/reportconcerns/>).

Division Statements

Schedule

The following schedule is tentative and may be modified with notice. Students are responsible for any and all changes that are made to this schedule, even if not present when changes are discussed. The assigned readings should be completed as soon as possible during the academic week. Please be sure to get an early start during each academic week in order to avoid any last minute emergencies.

Bellevue College E-mail

All students registered for classes at Bellevue College are entitled to a network and e-mail account. Your student network account can be used to access your student e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to *MyBC*. To create your account, go to: <https://www.bellevuecollege.edu/students/> (Links to an external site.)

Email

All e-mail communication from you should come to me from your BC account (not your g-mail, hotmail, yahoo, etc.). Please e-mail me through CANVAS for the quickest reply. I will respond to you within 24-48 hours (except on weekends). BC offers a wide variety of computer and learning labs to enhance learning and student success. Find current campus locations for all student labs by visiting [Campus Services \(Links to an external site.\)](#).

Attendance

All students are expected to attend every live class. In addition, active participation is expected in the online classroom. If students do not attend the classes regularly, the opportunity to perform well in this course is greatly diminished.

Course Requirements

All students are expected to read the required chapters of the textbook as outlined online and in the schedule section of this syllabus. Students are also expected to read the required chapters to attend class regularly, finish online requirements, take notes, ask questions, and participate in discussions.

Make-Up Policy

Any make-up assignments or quizzes are allowed only at the discretion of the instructor and immediate, proactive communication and notification from the student is imperative. Excused absences: death of immediate family member (death notification needed), medical emergency (ER discharge papers required) or other emergency with documentation. Any excused absence (with documentation) will be allowed to take the make-up the assignment and/or quiz without point penalty. Any quiz taken after the official due date will consist of an essay format unless

previous arrangements are made in advance with the instructor. Any unexcused or undocumented missing video assignment and/or quiz will NOT be allowed to make-up. The late penalty in this course is strictly enforced to ensure fairness to all students.

Cheating, Stealing and Plagiarizing

Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. All work for this course will be screened for plagiarism. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Dean of Student Services.

Information about Bellevue College's copyright guidelines can be found at: [College Copyright Policy \(Links to an external site.\)](#) This link provides a good, short summary of how to avoid plagiarism: [Avoiding Plagiarism \(Links to an external site.\)](#) This 22-minute video also provides a good overview of how to avoid trouble when using sources: From the college home page select SERVICES, then LIBRARY MEDIA CENTER, then DATABASES, then FILMS ON DEMAND. At their site, search by title for PLAGIARISM 2.0: ETHICS IN THE DIGITAL AGE.]

Student Code of Conduct and Academic Integrity

Any act of academic dishonesty, including cheating, plagiarism (using the ideas or words of another as one's own without crediting the source), and fabrication and inappropriate or disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to, talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Success for investigation. Specific student rights, responsibilities, and appeal procedures are listed in the Student Code of Conduct at: [Student Code \(Links to an external site.\)](#)

Withdrawal from Class

College policy states students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grad will be assigned for the course.

Hardship Withdrawal

Instructors may assign the grade of “HW” (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

Distribution of Grades

Grades will not be posted in the Social Science Division or in faculty offices, and secretaries will not give out grades. Students should access their grades online through Canvas.

Return of Papers and Tests

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if students supplies the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

Public Safety

The Bellevue College (BC) Public Safety Department’s well trained and courteous non-commissioned staff provides personal safety, security, crime prevention, preliminary investigations, and other services to the campus community, 24 hours per day, 7 days per week. Their phone number is 425.564.2400. The Public Safety website is your one-stop resource for campus emergency preparedness information, campus closure announcements and critical information in the event of an emergency.

Public Safety is located in D-171 and on the internet:

<https://www.bellevuecollege.edu/publicsafety/> (Links to an external site.)

Incomplete

If a student fails to complete all the required work for course, an instructor may assign the grade of Incomplete (“F”). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an (“F”).

F Grade

Students who fail a course will receive a letter grade of “F.”

Important Links

See "Important Links" page online for more information about BC E-mail, access to MyBC, the Disability Resource Center (DRC), Public Safety, the Academic Calendar, the Academic Success Center, and more.

Disability Resource Center (DRC)

The Disability Resource Center serves students with disabilities. Common disabilities include physical, neurological (e.g. Autism, ADD/ADHD), and mental health (e.g. depression, anxiety). If you are a student who has a disability or if you think you may need accommodations in order to have equal access in your classes, programs, activities, and any other services, please contact the DRC.

If you require assistance in an emergency, please meet with your individual instructors to develop a safety plan for while in class and contact the DRC to develop a safety plan for while you are elsewhere on campus.

The DRC office is located in building B Room 132. You can contact the DRC by stopping by the office at B132, calling our front desk phone number (425) 564-2498, emailing drc@bellevuecollege.edu. Deaf students can reach us by calling TTY: (425) 564-6189, or by Skype (account name **DRCatBC**). For more information about the services we offer, including our Initial Access Application, visit our website at [Disability Resource Center \(Links to an external site.\)](http://www.bellevuecollege.edu/drc) (<http://www.bellevuecollege.edu/drc>).

Service Animals are allowed in this classroom. Emotional Support Animals need to be approved through the DRC. All other animals will be asked to leave. If you believe you need your animal with you, please connect with the DRC and refrain from bringing your animal until a decision has been made.

Final Examination Schedule

(Links to an external site.)[Final Exam Schedule \(Links to an external site.\)](#)

The Social Science Division will adhere to the final examination schedule as stated in the BC schedule. Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstances beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designed by the instructor.

Course Calendar

Week 1: [01/02/20 - 01/05/20]

Read: Chapter 1 - Police Operations in Context

Participate: Week 1 Forum - Introduction to Class

Week 2: [01/06/20 - 01/12/20]

Read: Chapter 2 - Communication: The Foundation of Police Operations

Participate: Week 2 Forum

Complete: eExercise

Complete: Assignment

Complete: Quiz

Week 3: [01/13/20 - 01/19/20]

Read: Chapter 3 - Operations Skills: Performing within the Law

Participate: Week 3 Forum

Complete: eExercise

Complete: Assignment

Complete: Quiz

Week 4: [01/20/20 - 01/26/20]

Read: Chapter 4 - Patrol: The Backbone of Police Operations

Read: Chapter 5 - Traffic: Policing in a Country on the Move

Participate: Week 4 Forum

Complete: eExercise

Complete: Assignment

Complete: Quiz

01/20/20 - Holiday (campus closed)

Week 5: [01/27/20 - 02/02/20]

Read: Chapter 6 - Crime, Disorder, and Quality of Life Issues: Responding to the Call

Read: Chapter 7 - Violence: At home, in the Classroom, on the Job

Participate: Week 5 Forum

Complete: eExercise

Complete: Assignment

Complete: Quiz

Week 6: [02/3/20 - 02/09/20]

Read: Chapter 8 - Emergency Situations: When Disaster Strike

Read: Chapter 9 - Terrorism: From Hometown Security to Homeland Security

Participate: Week 6 Forum

Complete: eExercise

Complete: Assignment

Complete: Quiz

Week 7: [02/10/20 - 02/16/20]

Read: Chapter 10 - Criminal Investigation

Participate: Week 7 Forum

Complete: eExercise

Complete: Assignment

Complete Quiz

Week 8: [02/17/20 - 02/23/20]

Read: Chapter 11 - Responding to Children and Juveniles: Our Nation's Future

Participate: Week 8 Forum

Complete: eExercise

Complete: Assignment

Complete: Quiz

02/17/20 - Professional Development Day (no classes)

Week 9: [02/24/20 - 03/01/20]

Read: Chapter 12 - Gangs and Drugs: Two National Threats

Participate: Week 9 Forum

Complete: eExercise

Complete: Assignment

Complete: Quiz

Week 10: [03/02/20 - 03/08/20]

Read: Chapter 13 - The Importance of Physical and Mental Health: Getting the Job and Keeping Fit for Duty

Participate: Week 10 Forum

Complete: eExercise

Complete: Assignment

Complete: Quiz

Week 11: [03/09/20 - 03/15/20]

Read: Chapter 14: Liability and Ethics: Is it Legal? Is it Moral?

Participate: Week 11 Forum

Complete: Assignment

Complete: Quiz

Finals Week: [03/18/20 - 03/20/20]

Student Success Day on 03/17/20

Comprehensive Final Exam

[Final Exam Schedule \(Links to an external site.\)](#)

Additional Information

A note about accessing Canvas from the People's Republic of China: some users have reported that they do not have full access to all Canvas functionality from within the People's Republic of China. This appears to be due to Canvas' parent company, Instructure, not fully committing to Chinese government requirements regarding internet operations within the country. The Chinese government does not inform foreign entities of their policy updates; therefore, Bellevue College cannot anticipate access to Canvas.

If you will be in China during the quarter, you should prepare for intermittent and uncertain access to Canvas. Source: Access to Canvas in China
(<https://support.canvas.fsu.edu/kb/article/1157-access-to-canvas-in-china/>)