# Course Form

## I. Summary of Proposed Changes

<table>
<thead>
<tr>
<th>Dept / Program</th>
<th>College of Technology Fundamentals of Police Science Program</th>
<th>Prefix and Course #</th>
<th>PSS 110</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Title</td>
<td>Patrol Operations I: Call Response, Building Searches, Active Shooter and Vehicle Stops</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Short Title (max. 26 characters incl. spaces)</td>
<td>Patrol Operations I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summarize the change(s) proposed</td>
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</tr>
</tbody>
</table>

## II. Endorsement/Approvals

Complete the form and obtain signatures before submitting to Faculty Senate Office.

<table>
<thead>
<tr>
<th>Please type / print name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requestor: Alan Fugleberg</td>
<td>[Signature]</td>
<td>10-8-2010</td>
</tr>
<tr>
<td>Phone/ email: x7608</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Chair/Director: Alan Fugleberg, Chair, Assoc. Dean</td>
<td>[Signature]</td>
<td>10-8-2010</td>
</tr>
<tr>
<td>Other affected programs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dean: Barry Good, Dean</td>
<td>[Signature]</td>
<td>10-10-2010</td>
</tr>
</tbody>
</table>

Are other departments/programs affected by this modification because of:

(a) required courses incl. prerequisites or corequisites,
(b) perceived overlap in content areas
(c) cross-listing of coursework

Please obtain signature(s) from the Chair/Director of any such department/program (above) before submission.

## III. To Add a New Course

Syllabus and assessment information is required (paste syllabus into section V or attach). Course should have internal coherence and clear focus.

**Common Course Numbering Review (Department Chair Must Initial):**

Does an equivalent course exist elsewhere in the MUS? Check all relevant disciplines if course is interdisciplinary. ([http://mus.edu/transfer/CCN/ccn_default.asp](http://mus.edu/transfer/CCN/ccn_default.asp))

If YES: Do the proposed abbreviation, number, title and credits align with existing course(s)? Please indicate equivalent course/campus. 📚

No

If NO: Course may be unique, but is subject to common course review. Be sure to include learning outcomes on syllabus or paste below. The course number may be changed at the system level.
Upon completion of this course, the student will:

1. Demonstrate the methods and techniques required to perform the patrol function, to safely respond to crimes in progress, to make arrests, and to resolve potentially dangerous situations.
2. Identify safety practices as related to personal equipment, uniform, weapons, body armor, patrol car and patrol areas.
3. Identify methods for responding to various calls for service such as providing assistance to a stranded motorist, conducting a welfare check, responding to complaints of intoxicated people in public places and death or injury notification to victims’ families.
4. Demonstrate the proper use of tools used in the line of duty (e.g., binoculars, spotting scopes, vehicle spotlights).
5. Identify the types of suspicious actions that suspects exhibit when committing or about to commit crimes, the methods for investigating suspicious persons complaints and for checking suspicious vehicles for indications of criminal behavior.
6. Demonstrate methods for conducting safe field interviews, assessing threat to the officer, controlling unarmed and armed suspects, separating multiple people and identifying suspects.
7. Explain and demonstrate the methods for making an arrest with a warrant and without a warrant.
8. Identify methods for transporting opposite gender suspects.
9. Demonstrate procedures for conducting a variety of checks (businesses, parking lots, bars, parks and schools, campgrounds, residential buildings, etc.).
10. Identify methods for investigating a variety of complaints and situations including missing persons, bar or jail fights, homeless persons, sexual and physical assaults, domestic violence, bomb threats, natural disasters and school shootings.
11. Describe/demonstrate techniques and factors of a safe foot pursuit.
12. Explain evidence collection, recording and documenting injuries, reporting, victim transport and various referral agencies.
13. Identify the variables involved in the execution of a search or arrest warrant, including issues of officer safety, securing the residence, and checking for weapons.
14. Explain the responsibilities of the off-duty police officer and potential officer confrontations, safely carrying a concealed handgun, family safety concerns and the process for making an off-duty arrest.
15. Identify Amber Alert and its history, objectives and criteria.
16. Explain the factors involved in safe and effective search of a building or dwelling for suspects or other dangerous people/situations and identify proper communication systems with other officers, procedures for gaining entry and searching/securing a building, and securing suspects.
17. Identify the procedures, tactics, and steps to respond effectively and safely as a patrol officer to an “active shooter” situation.
18. Identify the procedures, tactics, and steps that should be implemented to contain or neutralize the active shooter, protect lives, and prevent further harm.
19. Describe common characteristics of adult and a adolescent active shooters.
20. Identify the necessary tactics for a single officer making a traffic stop of a motor vehicle as a single officer, safe driving techniques for vehicle pursuit, and approaching the vehicle once stopped.

**Exact entry** to appear in the next catalog (Specify course abbreviation, level, number, title, credits, repeatability (if applicable), frequency of offering, prerequisites, and a brief description.)

**PSS 110 Patrol Operations** (3 cr.) is offered Autumn, Spring and Summer. The course prepares students for field work. Students are introduced to safe practices and procedures when responding to calls across a wide range of crimes in progress. They develop the knowledge, skills and abilities required to resolve potentially dangerous situations. Students learn field interview techniques, how to search buildings and collect evidence and make arrests, as well as techniques and safe practices during vehicle stops, domestic violence and active shooter episodes. Enrollment is limited to law enforcement officers and pre-service trainees admitted to the MLEA Law Enforcement Officer Basic program in Helena.

**Justification:** How does the course fit with the existing curriculum? Why is it needed?

This course provides students with fundamental behavioral habits and strategies used in the field as law enforcement officers respond to calls about suspicious or criminal activities, search buildings, deal with an active shooter situation, and stop vehicles to investigate suspicious or potentially criminal behavior.
Are there curricular adjustments to accommodate teaching this course?

No

Complete for UG courses. (UG courses should be assigned a 400 number).
Describe graduate increment
(http://unt.edu/facultysenate/committees/grad_council/procedures/gradIncrement.aspx)↓

New fees and changes to existing fees are only approved once each biennium by the
Board of Regents. The coordination of fee submission is administered by
Administration and Finance. Fees may be requested only for courses meeting specific
conditions according to Policy 940.12.1 http://mus.edu/borpol/bor900/940-12-1.pdf.
Please indicate whether this course will be considered for a fee.
If YES, what is the proposed amount of the fee?
Justification:

IV. To Delete or Change an Existing Course – check X all that apply

<table>
<thead>
<tr>
<th>Deletion</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Number Change</td>
<td>From:</td>
</tr>
<tr>
<td>From:</td>
<td>Level U, UG, G</td>
</tr>
<tr>
<td>To:</td>
<td>From:</td>
</tr>
<tr>
<td>To:</td>
<td>Repeatability</td>
</tr>
<tr>
<td>Change in Credits</td>
<td>From:</td>
</tr>
<tr>
<td>From:</td>
<td>Cross Listing (primary program initiates form)</td>
</tr>
<tr>
<td>To:</td>
<td></td>
</tr>
<tr>
<td>Prerequisites</td>
<td></td>
</tr>
<tr>
<td>Is there a fee associated with the course?</td>
<td></td>
</tr>
<tr>
<td>1. Current course information at it appears in catalog (<a href="http://www.unt.edu/catalog)%E2%86%93">http://www.unt.edu/catalog)↓</a></td>
<td></td>
</tr>
<tr>
<td>2. Full and exact entry (as proposed)↓</td>
<td></td>
</tr>
<tr>
<td>3. If cross-listed course: secondary program &amp; course number</td>
<td></td>
</tr>
<tr>
<td>4. Is this a course with MUS Common Course Numbering? <a href="http://mus.edu/transfer/CCN/ccn_default.asp">http://mus.edu/transfer/CCN/ccn_default.asp</a></td>
<td></td>
</tr>
</tbody>
</table>
| If yes, please explain whether this change will eliminate the course’s common course status.
|                  | YES | NO |
| 5. Graduate increment if level of course is changed to UG. Reference guidelines at: http://unt.edu/facultysenate/committees/grad_council/procedures/gradIncrement.aspx (syllabus required in section V) |
| Have you reviewed the graduate increment guidelines? Please check (X) space provided. |
| 6. Other programs affected by the change |
| 7. Justification for proposed change |

V. Syllabus/Assessment Information
Required for new courses and course change from U to UG. Paste syllabus in field below or attach and send digital copy with form ↓
COURSE NUMBER AND TITLE: PSS 110, Patrol Operations I: Call Response, Building Searches, Active Shooter and Vehicle Stops

DATE: Autumn 2010

SEMESTER CREDITS: 3

PREREQUISITES: None

FACULTY: MLEA Faculty
E-Mail:
Phone:
Office:
Office Hours:

COURSE DESCRIPTION: PSS 110, Patrol Operations I is offered Autumn, Spring and Summer. The course prepares students for field work. Students are introduced to safe practices and procedures when responding to calls across a wide range of crimes in progress. They develop the knowledge, skills and abilities required to resolve potentially dangerous situations. Students learn field interview techniques, how to search buildings and collect evidence and make arrests, as well as techniques and safe practices during vehicle stops, domestic violence and active shooter episodes.

STUDENT PERFORMANCE OUTCOMES:
Performance Objectives
Upon completion of this course, the student will:
1. Demonstrate the methods and techniques required to perform the patrol function, to safely respond to crimes in progress, to make arrests, and to resolve potentially dangerous situations.
2. Identify safety practices as related to personal equipment, uniform, weapons, body armor, patrol car and patrol areas.
3. Identify methods for responding to various calls for service such as providing assistance to a stranded motorist, conducting a welfare check, responding to complaints of intoxicated people in public places and death or injury notification to victims’ families.
4. Demonstrate the proper use of tools used in the line of duty (e.g., binoculars, spotting scopes, vehicle spotlights).
5. Identify the types of suspicious actions that suspects exhibit when committing or about to commit crimes, the methods for investigating suspicious persons complaints and for checking suspicious vehicles for indications of criminal behavior.
6. Demonstrate methods for conducting safe field interviews, assessing threat to the officer, controlling unarmed and armed suspects, separating multiple people and identifying suspects.
7. Explain and demonstrate the methods for making an arrest with a warrant and without a warrant.
8. Identify methods for transporting opposite gender suspects.
9. Demonstrate procedures for conducting a variety of checks (businesses, parking lots, bars, parks and schools, campgrounds, residential buildings, etc.).
10. Identify methods for investigating a variety of complaints and situations including missing persons, bar or jail fights, homeless persons, sexual and physical assaults, domestic violence, bomb threats, natural disasters and school shootings.
11. Describe/demonstrate techniques and factors of a safe foot pursuit.
12. Explain evidence collection, recording and documenting injuries, reporting, victim transport and various referral agencies.
13. Identify the variables involved in the execution of a search or arrest warrant, including issues of officer safety, securing the residence, and checking for weapons.
14. Explain the responsibilities of the off-duty police officer and potential officer confrontations, safely carrying a concealed handgun, family safety concerns and the process for making an off-duty arrest.

15. Identify Amber Alert and its history, objectives and criteria.

16. Explain the factors involved in safe and effective search of a building or dwelling for suspects or other dangerous people/situations and identify proper communication systems with other officers, procedures for gaining entry and searching/securing a building, and securing suspects.

17. Identify the procedures, tactics, and steps to respond effectively and safely as a patrol officer to an "active shooter" situation.

18. Identify the procedures, tactics, and steps that should be implemented to contain or neutralize the active shooter, protect lives, and prevent further harm.

19. Describe common characteristics of adult and adolescent active shooters.

20. Identify the necessary tactics for a single officer making a traffic stop of a motor vehicle as a single officer, safe driving techniques for vehicle pursuit, and approaching the vehicle once stopped.

STUDENT PERFORMANCE ASSESSMENT METHODS AND GRADING PROCEDURES:
(Production and Testing)

GRADING SCALE: Students must earn a minimum score of 75% or letter grade of “C” in this course to receive both program and course credit toward the Certificate of Applied Science in Fundamentals of Police Science.

- 94 - 100 A Excellent
- 84 - 93  B  Good
- 75 - 83  C  Satisfactory
- 70 - 74  D  Poor
- 69/below F Failure

ATTENDANCE POLICY: Students are required to come prepared for class each day and participate in the assigned activities. In-class activities account for a substantial portion of the final grade.

ACADEMIC INTEGRITY: All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code. The Code is available for review online at http://www.umt.edu/SA/VPSA/index.cfm/page/1321.

DISABILITY ACCOMMODATION: Eligible students with disabilities will receive appropriate accommodations in this course when requested in a timely way. Please contact me after class or in my office. Please be prepared to provide a letter from your DSS Coordinator. For more information, visit the Disability Services website at http://www.umt.edu/dss/ or call 406.243.2243 (Voice/Text).

REQUIRED TEXTBOOKS:

OTHER REFERENCES OR SUPPLEMENTS:

COURSE OUTLINE:
1. Patrol function methods and techniques
2. Safety responses to crimes in progress, making arrests and resolving situations
3. Safety practices with various equipment, weapons and vehicle
4. Call response methods
5. Proper use of equipment (binoculars, scopes, spotlights)
6. Suspicious actions related to crimes, complaints, persons and vehicles
7. Field interview techniques
8. Assessing threats
9. Arresting with and without a warrant
10. Transporting suspects
11. Proper methods for making checks (businesses, parking lots, bars, buildings)
12. Complaint and situation investigation methods (assaults, domestic violence)
13. Techniques/factors of safe foot pursuit
14. Search techniques and evidence collection
15. Off-duty responsibilities
16. Amber Alert
17. Searching, securing buildings and suspects
18. Active shooter response
19. Tactics involved in a traffic stop of a motor vehicle

VI Department Summary (Required if several forms are submitted) In a separate document list course number, title, and proposed change for all proposals.

VII Copies and Electronic Submission. After approval, submit original, one copy, summary of proposals and electronic file to the Faculty Senate Office, UH 221, camie.foos@msoumt.edu

Revised 9-2010

September 2010