### 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 130</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Title</td>
<td>Health and Wellness</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Short Title (max. 26 characters incl. spaces)</td>
<td>Health and Wellness</td>
<td></td>
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<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></td>
<td></td>
</tr>
<tr>
<td>Phone/ email: x7608</td>
<td>Alan <a href="mailto:Fugleberg@mso.umt.edu">Fugleberg@mso.umt.edu</a></td>
<td></td>
</tr>
<tr>
<td>Program Chair/Director:</td>
<td>Alan Fugleberg, Chair / Assoc. Dean</td>
<td></td>
</tr>
<tr>
<td>Other affected programs</td>
<td>Barry Good, Dean</td>
<td></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)

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
</table>

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. Describe lifestyle choices that support and maintain health and wellness.
2. Identify techniques or activities to cope effectively with job stress.
3. Explain a regimen of physical activities to enhance health/well-being appropriate for an inactive officer, for an officer who exercises sporadically, and for an officer who exercises consistently.
4. Outline activities designed to create balance in an officer’s life.
5. Identify proper reasons to exercise.
6. Describe the advantages of a proper diet and list some components of a healthy diet.
7. Identify differences in life expectancy between non-smokers and smokers.
8. Explain what constitutes a “critical incident” that law enforcement officers might encounter.
9. Identify signs and symptoms of physiological and psychological reactions to critical incident stress.
10. Describe the range of emotional responses that law enforcement officers may encounter in service delivery including stress, anxiety, thought processes, and physiological responses.
11. Identify ways to manage personal stress and the resultant stress in the lives of family and friends.
12. List services available to help law enforcement officers and their family/friends cope with the common reactions to job and critical incident stress.
13. Demonstrate the ability to perform CPR.
14. Identify and describe basic first aid treatments and practices.

**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 130 Health and Wellness (2 cr.)** is offered Autumn, Spring and Summer. Prerequisites: None. This course provides foundational information about personal health, fitness, diet, and stress reduction in order to promote optimal safety and productivity for law enforcement officers. Students will learn to manage personal stressors as they identify and deal with critical incidences as part of the job. Students will also provide this information to family members and friends so that the officer and family members recognize personal skills and community services available to help individuals manage stress. This course also provides students with knowledge, skills, and abilities to administer basic life support to ill or injured persons. 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 is necessary to provide foundational information about personal health, fitness, diet, and stress reduction in order to promote optimal safety and productivity for law enforcement officers who daily encounter physical and psychological stress on the job.

**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://umt.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/borg00/940-12-1.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: Level U, UG, G</td>
</tr>
<tr>
<td></td>
<td>To:</td>
</tr>
<tr>
<td>Description Change</td>
<td>Repeatability</td>
</tr>
<tr>
<td>--------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Change in Credits</td>
<td>From:</td>
</tr>
<tr>
<td></td>
<td>To:</td>
</tr>
<tr>
<td>Prerequisites</td>
<td>Is there a fee associated with the course?</td>
</tr>
<tr>
<td>1. Current course information at it appears in catalog (<a href="http://www.umt.edu/catalog">http://www.umt.edu/catalog</a>)</td>
<td>2. Full and exact entry (as proposed)</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> If yes, please explain below whether this change will eliminate the course’s common course status.</td>
<td>YES</td>
</tr>
<tr>
<td>5. Graduate increment if level of course is changed to UG. <a href="http://umt.edu/facultysenate/committeess/grad_council/procedures/gradIncrement.aspx">Reference guidelines at:</a> <em>(syllabus required in section V)</em> Have you reviewed the graduate increment guidelines? Please check (X) space provided.</td>
<td></td>
</tr>
<tr>
<td>6. Other programs affected by the change</td>
<td></td>
</tr>
<tr>
<td>7. Justification for proposed change</td>
<td></td>
</tr>
</tbody>
</table>

**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.

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**THE UNIVERSITY of MONTANA COLLEGE of TECHNOLOGY**

**Fundamentals of Police Science Program**

**Course Syllabus**

**COURSE NUMBER AND TITLE:** PSS 130, Health and Wellness

**DATE:** Autumn 2010

**SEMESTER CREDITS:** 2

**PREREQUISITES:** None

**FACULTY:** MLEA Faculty

**E-Mail:**

**Phone:**

**Office:**

**Office Hours:**

**COURSE DESCRIPTION:** PSS 130, Health and Wellness is offered Autumn, Spring and Summer. This course provides foundational information about personal health, fitness, diet, and stress reduction in order to promote optimal safety and productivity for law enforcement officers. Students will learn to manage personal stressors as they identify and deal with critical incidences as part of the job. Students will also provide this information to family members and friends so that the officer and family members recognize personal skills and community services available to help individuals manage stress. This course also provides students with knowledge, skills, and abilities to administer basic life support to ill or injured persons.
STUDENT PERFORMANCE OUTCOMES:
Performance Objectives
Upon completion of this course, the student will:
1. Describe lifestyle choices that support and maintain health and wellness.
2. Identify techniques or activities to cope effectively with job stress.
3. Explain a regimen of physical activities to enhance health/well-being appropriate for an inactive officer, for an officer who exercises sporadically, and for an officer who exercises consistently.
4. Outline activities designed to create balance in an officer’s life.
5. Identify proper reasons to exercise.
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12. List services available to help law enforcement officers and their family/friends cope with the common reactions to job and critical incident stress.
13. Demonstrate the ability to perform CPR.
14. Identify and describe basic first aid treatments and practices.

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.

<table>
<thead>
<tr>
<th>Score</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>94 - 100</td>
<td>A</td>
</tr>
<tr>
<td>84 - 93</td>
<td>B</td>
</tr>
<tr>
<td>75 - 83</td>
<td>C</td>
</tr>
<tr>
<td>70 - 74</td>
<td>D</td>
</tr>
<tr>
<td>69/below</td>
<td>F</td>
</tr>
</tbody>
</table>

Excellent
Good
Satisfactory
Poor
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:
Helena, MT: Montana Law Enforcement Academy.

OTHER REFERENCES OR SUPPLEMENTS:
COURSE OUTLINE:
1. Wellness lifestyle choices
2. Montana Physical Abilities Test
3. Effective stress reduction
4. Exercise for health and well-being
5. Impact of smoking upon health
6. Critical incident stress
7. Emotional coping for officer, family members, and friends
8. Community helping services
9. CPR
10. Basic first aid practices

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@msu.umf.edu.

Revised 9-2010