Montana Board of Regents
LEVEL II REQUEST FORM

Item Number: XXXXXXXXXX
Institution: The University of Montana College of Technology
Program Title: Fundamentals of Police Science

Meeting Date: 
CIP Code: 

Level II proposals require approval by the Board of Regents.

Level II action requested (place an X for all that apply): Level II proposals entail substantive additions to, alterations in, or termination of programs, structures, or administrative or academic entities typically characterized by the (a) addition, reassignment, or elimination of personnel, facilities, or courses of instruction; (b) rearrangement of budgets, cost centers, funding sources; and (c) changes which by implication could impact other campuses within the Montana University System and community colleges. Board policy 303.1 indicates the curricular proposals in this category:

1. Change names of degrees (e.g. from B.A. to B.F.A.)
2. Implement a new minor or certificate where there is no major or no option in a major;
3. Establish new degrees and add majors to existing degrees;
4. Expand/extend approved mission; and
5. Any other changes in governance and organization as described in Board of Regents' Policy 218, such as formation, elimination or consolidation of a college, division, school, department, institute, bureau, center, station, laboratory, or similar unit.

Specify Request:
Establish program in Fundamentals of Law Enforcement
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Curriculum Proposals

1. Overview

The Certificate of Applied Science in Fundamentals of Police Science program is a collaborative effort involving the Montana Law Enforcement Academy (MLEA), The University of Montana College of Technology (UM COT), and The University of Montana (UM). While the MLEA Law Enforcement Officer Basic Course is a high quality training program accredited by Montana’s Public Safety Officer Standards and Training (POST) Council, currently there is no mechanism to provide these officers or pre-service trainees with college credit. The proposed Certificate of Applied Science in Fundamentals of Police Science program incorporates and academically strengthens the existing MLEA LEO Basic curriculum. The collaborators on this project believe that creating this relationship between MLEA, UM COT, and UM will provide recognition of the value of education and will encourage officers to continue their college education. Further educational opportunities will provide access to many divergent career paths (e.g., associate or baccalaureate degrees) that were unheard of a few years ago; thus, benefiting Montana law enforcement officers, Montana’s criminal justice system, and Montana’s residents.

2. Provide a one paragraph description of the proposed program. Be specific about what degree, major, minor or option is sought.

The University of Montana College of Technology proposes to establish a program to offer the Certificate of Applied Science in Fundamentals of Police Science collaboratively with the Montana Law Enforcement Academy.

3. Need
A. To what specific need is the institution responding in developing the proposed program?

The University of Montana College of Technology and The University of Montana are responding to a request from the Montana Law Enforcement Academy (MLEA) to provide law enforcement officers and pre-service trainees the opportunity to earn a Certificate of Applied Science in Police Science while attending the Law Enforcement Officer (LEO) Basic Course. Currently, 160-180 new law enforcement officers and pre-service trainees attend the LEO Basic Course, an intensive 12-week course, which is offered three times each year at MLEA in Helena. MLEA currently offers one LEO Basic Course during the UM autumn semester, and one LEO Basic Course during the UM spring semester. The third LEO Basic Course begins in the UM spring semester and finishes in the UM summer term – session 1.

B. How will students and any other affected constituencies be served by the proposed program?

The Certificate of Applied Science in Police Science program will be delivered at MLEA in Helena. Enrollment in this UM COT program will be limited to law enforcement officers or pre-service trainees who are admitted to the MLEA LEO Basic program. Students successfully completing the program will be awarded the Certificate of Applied Science in Fundamentals of Police Science from The University of Montana. The Montana law enforcement community, Montana criminal justice system, and Montana citizens will benefit when city, county and state law enforcement officers have the opportunity to earn a Certificate of Applied Science in Fundamentals of Police Science from The University of Montana while attending the MLEA LEO Basic Course. And that benefit is better education through a more rigorous curriculum that includes college-level computer literacy, writing, and mathematics. This training for new officers will lead to the opportunity to pursue additional college and university education and training.

C. What is the anticipated demand for the program? How was this determined?
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MLEA reports 160-180 law enforcement officers and pre-service officers attend the LEO Basic Course each year. The anticipated demand for this program is based on the historical enrollment patterns of the MLEA LEO Basic Course. MLEA expects this number remain stable well into the future. It is not expected that all law enforcement officers and pre-service officers attending LEO Basic Course training will also want to receive academic credit. MLEA expects the Certificate of Applied Science program will start slowly – 20 to 30 students in AY 2011 – but it enrollment will increase as the program become better known. MLEA will distribute recruitment materials for the C.A.S. programs to law enforcement agencies across Montana.

4. Institutional and System Fit

A. What is the connection between the proposed program and existing programs at the institution?

The Certificate of Applied Science in Fundamentals of Police Science program will incorporate existing courses from other departments at UM COT. For example, WRIT 121 Introduction to Technical Writing and M 105 Contemporary Mathematics or M 115 Probability and Linear Mathematics will be provided by the Department of Applied Arts and Sciences. CAPP 120 Intro to Computers will be provided by the Department of Business Technology.

The Certificate of Applied Science in Fundamentals of Police Science program serves as the foundation for future Associate of Applied Science and Bachelor of Applied Science degrees or Associate of Arts and Bachelor of Arts degree programs. Coursework for associate and bachelor degree programs could be provided through UM's Department of Sociology.

B. Will approval of the proposed program require changes to any existing programs at the institution? If so, please describe.

The Department of Industrial Technology will be renamed as the Department of Industrial Technology and Public Safety / Security. The proposed Certificate of Applied Science in Fundamentals of Police Science program will be housed within this Department at UM COT. The Department Chair / Associate Dean will be the program director at UM for this C.A.S. program.

C. Describe what differentiates this program from other, closely related programs at the institution (if appropriate).

UM’s Department of Sociology offers a Bachelor of Arts in Sociology: Criminology option. This program examines the making of laws, the nature and extent of crime, the causes of crime, and society's efforts to control crime through the juvenile and criminal justice systems. The Department of Sociology catalog copy notes the criminology option builds upon the required course work in sociology and allows students to pursue extended study of crime and the criminal justice system. In addition, the option provides opportunity for practical experience in the juvenile and criminal justice systems through internship placement. The criminology option prepares students for employment in public and private criminal justice agencies, as well as graduate study in sociology, criminal justice, and law.

D. How does the proposed program serve to advance the strategic goals of the institution?

The College of Technology is the two-year unit of The University of Montana that offers Certificate of Applied Science and Associate of Applied Science degree programs in career and technical education and general education transfer degrees. The MLEA LEO Basic Course can be considered to be career and/or technical education. The proposed Certificate of Applied Science in Police Science program falls within the mission of the College of Technology to provide career and technical education. Additionally, the proposed program fits into the College’s strategic goals to be responsive to regional workforce needs. This program was developed in
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response to a need identified by the Montana Law Enforcement Academy.

E. Describe the relationship between the proposed program and any similar programs within the Montana University System. In cases of substantial duplication, explain the need for the proposed program at an additional institution. Describe any efforts that were made to collaborate with these similar programs; and if no efforts were made, explain why. If articulation or transfer agreements have been developed for the substantially duplicated programs, please include the agreement(s) as part of the documentation.

Dawson Community College in Glendive, Montana offers an Associate of Applied Science degree in Criminal Justice Law Enforcement: Peace Officer option. Flathead Valley Community College in Kalispell, Montana also offers an Associate of Applied Science degree in Criminal Justice. The UM Certificate of Applied Science in Police Science widely differs from the DCC and FVCC programs because the UM COT program incorporates and strengthens the current MLEA LEO Basic Course (POST certified) that Montana law enforcement officers are required to successfully complete within the first 12 months of employment. There is only one law enforcement academy in Montana – MLEA in Helena. Neither DCC's nor FVCC's programs are in any way to the MLEA LEO Basic Course – the course which provides the POST certificate required of law enforcement officers by Montana law. MLEA does not recognize DCC's or FVCC's criminology programs as meeting the state's requirements for POST certification for law enforcement officers. Thus, the UM College of Technology program does not duplicate Dawson Community College's program.

4. Program Details
A. Provide a detailed description of the proposed curriculum. Where possible, present the information in the form intended to appear in the catalog or other publications. NOTE: In the case of two-year degree programs and certificates of applied science, the curriculum should include enough detail to determine if the characteristics set out in Regents' Policy 301.12 have been met.

THE UNIVERSITY of MONTANA

COLLEGE of TECHNOLOGY

FUNDAMENTALS of POLICE SCIENCE CURRICULUM

Students in this program will graduate with a Certificate of Applied Science in the Fundamentals of Police Science from the University of Montana as well as the Law Enforcement Officer Basic Course Diploma from the Montana Law Enforcement Academy (MLEA). The Montana Law Enforcement Academy is accredited by the Public Safety Officer Standards and Training (POST) Council. Montana law requires that all law enforcement officers successfully complete the Law Enforcement Officer Basic Course within one-year of employment. MLEA is the premier law enforcement and public safety educational and training institution for state, county, city and tribal officers throughout the state of Montana.

This program provides applied entry-level career training for Montana active-duty law enforcement officers and pre-service trainees through participation in the Law Enforcement Officer Basic Course.

The Montana Law Enforcement Academy (MLEA) has established certain physical fitness requirements for acceptance into and continued participation in the Law Enforcement Officer Basic Course. The physical abilities test used by the MLEA is the Montana Physical Abilities Test (MPAT). MPAT is a hybrid physical ability/job sample physical abilities assessment process designed to evaluate law enforcement officer candidates on essential physical capacities required to satisfactorily perform job duties that are simulated or performed in the training environment. The physical fitness tests are designed to measure the strength, flexibility and endurance law enforcement officers need to participate in and successfully complete those areas of training that require
physical exertion.

All law enforcement coursework required in the Fundamentals of Police Science Curriculum is offered at the Montana Law Enforcement Academy (MLEA) in Helena. General education coursework may be completed through the UM College of Technology or another accredited college/university. Students taking computers, math, and writing will take the equivalent courses of CAPP120 Introduction to Computers (3 credits); WRIT121 Introduction to Technical Writing (3 credits); and M105 Contemporary Mathematics (3 credits) or M115 Probability and Linear Mathematics (3 credits). Law Enforcement courses are taught at the MLEA and concentrate on concept and skill development in law, human behavior, police function, patrol operations, investigation, traffic enforcement, and police proficiencies. Students must earn a minimum of 75% in each course to complete the program satisfactorily. A total of 37 credits must be earned to earn the Certificate of Applied Science.

CURRICULUM:
PSS 101: Orientation and Assessment (1 credit) is offered Autumn, Spring and Summer. The course orientates students to the MLEA campus and residential facilities and provides a program schedule. Students become acquainted with the student manual covering the campus residential services and expectations regarding campus behavior, firearms and dress codes/uniforms for the various law enforcement avenues (e.g., Law Enforcement Officer, Detention Officer, and Public Safety Communicators). The course outlines attendance and conduct policies, the academic code of conduct including plagiarism, academic and performance (simulation scenarios) requirements, and reasonable accommodations. Students learn about various career paths available through a career in law enforcement.

PSS 102: Law and Criminal Procedure Assessment (3 credits) is offered Autumn, Spring and Summer. Students develop a basic understanding of the Montana criminal justice system and the relationships among its components. U.S. Constitution amendments and Supreme Court rulings related to law enforcement are compared and contrasted to similar articles of the Montana Constitution. Students understand behavioral issues behind conduct prohibited by law and Montana laws pertaining to public service. Students locate and explain statutes in the Montana Codes Annotated and define the legal terms contained within. The Montana civil process and the scope and mission of the Montana Department of Justice, Gambling Investigation Bureau is examined. Students learn courtroom etiquette and techniques and a basic knowledge of risk management issues and the laws/rules related to law enforcement and its profession.

PSS 105: Human Behavior and Social Interaction (2 credits) is offered Autumn, Spring and Summer. Students learn the history of law enforcement from an early philosophy of "civilized policing", the passage into law of the Metropolitan Police Act of England, and various early law enforcement efforts in the U.S. and Montana. This history grounds the identification and understanding of personal characteristics and traits required of effective law enforcement officers. Students learn and practice attitudes and mindsets necessary to survival, the psychological and behavioral factors involved in deadly force situations, and the ethical requirements of the profession. Students develop awareness of cultural and gender differences, stereotyping and they practice effective communication and conflict management skills. Students adopt a professional and personal philosophy of community policing.

PSS 110, Patrol Operations I: Call Response, Building Searches, Active Shooter and Vehicle Stops (3 credits) 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.
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PSS 111, Patrol Operations II: Police Vehicle Operations (3 credits) is offered Autumn, Spring and Summer. The course develops the necessary knowledge and skills required to safely drive and control a patrol vehicle at varying speeds while engaged in law enforcement activities and responding to emergency calls including pursuit of fleeing vehicles. The course requires students to participate in and complete the Police Vehicle Operations Course (PVOC), the Coaching the Emergency Vehicle Operator (CEVO II), and Police Response Course.

PSS 112, Patrol Operations III: Gangs, Mental Illness Intervention, WMD, CJIN and Report Writing (2 credits) is offered Autumn, Spring and Summer. Students learn to identify youth/motorcycle gang activity including behavior, dress gestures, and indicators, as well as safe law enforcement response strategies. Students learn to recognize and resolve situations involving mentally ill individuals; become aware of basic weapons of mass destruction and the practice of emergency management; and become familiar with the capabilities, legal restrictions, and use of the Criminal Justice Information Network (CJIN). Students practice writing proper incident reports and documenting victim, witness, and suspect statements.

PSS 120, Investigations I: Crimes (2 credits) is offered Autumn, Spring and Summer. This course introduces students to a variety of crimes and criminal behavior including: abuse and neglect of minors and elders; sexual abuse/predators; cyber crime, motor vehicle theft, and fraud. Students practice interview techniques and learn proper reporting procedures, relevant Montana governing codes, and associated referral agencies. Students learn about investigations of domestic violence, dangerous drugs and appropriate evidence collection. Through major case studies, students learn to correlate procedures and processes of evidence recognition and collection to actual crime scene applications.

PSS 121, Investigations II: Crime Scene Investigation and Management (2 credits) is offered Autumn, Spring and Summer. In this course students learn the fundamental knowledge, skills, and abilities needed to document, collect, and preserve physical evidence from crime scenes. Students also learn proper crime scene photography. Students identify the types of physical evidence and the analysis required of a scene to ensure proper processes for preservation and transmittal of evidence to forensic labs. The course teaches the knowledge and skills required to properly interview suspects and witnesses in formal settings, including the use of recording devices for taking statements. Students learn a basic understanding of the role of criminal intelligence in law enforcement and its importance to the criminal justice system.

PSS 130: Health and Wellness (2 credits) 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.

PSS 150: Traffic Enforcement (3 credits) is offered Autumn, Spring and Summer. This course provides instruction in the principles and operation of Doppler radar. Also included in the course is identification of elements of various types of automobile accidents including death and personal injury; rendering aid; systematic investigation of accident scenes through classroom study; field exercises in initial response to a scene; and writing an accident report. Accident investigation is taught through the Montana Highway Patrol. Students also learn fundamentals of DUI detection and processing from the study of a manual published by the U.S. Department of Transportation.

PSS 170, Survival Skills I: Firearms and Deadly Encounters (3 credits) is offered Autumn, Spring and Summer. Students will develop the knowledge, skills and abilities to safely and effectively carry, clean, fire and use tactically a law enforcement handgun and shotgun as a law enforcement tool. In addition, students learn
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through practical application exercises the use of tactics in applying deadly force in encounters, weapons skills and decision making regarding use of force and deadly force.

PSS 171, Survival Skills II: Defensive Tactics (2 credits) is offered Autumn, Spring and Summer. Students will learn to identify and demonstrate techniques to successfully defend themselves against assaults from suspects, control and arrest compliant and non-compliant individuals, and employ force options in accordance with the law.

Additional courses required for completion of the Certificate of Applied Science:

WRIT 121 Introduction to Technical Writing (3 credits) Offered every term. Course assumes a basic computer literacy. Appropriate score on placement test or consent of instructor. Introduction to technical writing situations with appropriate formats. Emphasis on writing with document design and graphic placement introduced. Students are expected to write without major faults in grammar or usage. (This course could include the technical writing format used by law enforcement officers, and so forth).

Either of the following mathematics courses (M 115 applies toward future college progress toward a Bachelor’s degree):

• M 105, Contemporary Mathematics (3 credits). Offered every term. Prereq., M 090 (MAT 005) with a grade of B- or better or appropriate placement score. An introduction to mathematical ideas and their impact on society. Intended for students wishing to satisfy the general education mathematics requirement.

or

• M 115, Probability and Linear Mathematics (3 credits). Offered every term. Prereq., M 090 with a grade of B- or better or appropriate placement score. Systems of linear equations and matrix algebra. Introduction to probability with emphasis on models and probabilistic reasoning. Examples of applications of the material in many fields.

CAPP 120, Introduction to Computers (3 credits). Offered autumn and spring. Introduction to computer terminology, hardware, and software, including wire/wireless communications and multimedia devices. Students utilize word processing, spread sheet, database, and presentation applications to create projects common to business and industry in a networked computing environment. Internet research, email usage, and keyboarding proficiency are integrated.

NOTE: Students in C.A.S. and A.A.S. programs at UM COT may avoid taking CAPP 120, Intro to Computers (3 credits) by taking a challenge test before the beginning of the semester. The exam involves the MS Office Suite (e.g., Word, Excel) and students with an 80% or above will “test out” and receive credit for the course. The Department of Business Technology handles the CAPP 120 challenge tests. It might be possible for MLEA to offer this challenge test.

B. Describe the planned implementation of the proposed program, including estimates of numbers of students at each stage.

If this proposal is approved, the Certificate of Applied Science in Police Science program will be offered to students admitted to the Montana Law Enforcement Academy beginning autumn semester 2011.
5. Resources
A. Will additional faculty resources be required to implement this program? If yes, please describe the need and indicate the plan for meeting this need.

No additional faculty resources will be required to implement the police science courses as instructors are provided by the Montana Law Enforcement Academy. Additional faculty may be required for computer literacy, writing, math courses.

B. Are other, additional resources required ensuring the success of the proposed program? If yes, please describe the need and indicate the plan for meeting this need.

Admissions to the Certificate of Applied Science in Police Science program will be limited to officers and pre-service officers admitted to the MLEA LEO Basic program. Accordingly, Enrollment Services – Admissions will be required to process applications for admission to UM COT. Enrollment Services – Financial Aid will be required to work with those students seeking financial aid to help pay tuition and fees assessed for the program. These offices will work with MLEA as with any other satellite program offered.

6. Assessment
How will the success of the program be measured?

The Certificate of Applied Science in Police Science program will work closely with an advisory committee consisting of administrators, staff or faculty of the Montana Law Enforcement Academy, the Montana Board of Crime Control, UM College of Technology, UM Department of Sociology, and UM College of Education and Human Sciences. The program will be monitored internally through enrollment numbers, student retention, completion rates, which includes the number of students receiving P.O.S.T. certificates, the number of students qualifying in firearms training, regularly schedule program review, placement data, and employer satisfaction surveys.

7. Process Leading to Submission
Describe the process of developing and approving the proposed program. Indicate, where appropriate, involvement by faculty, students, community members, potential employers, accrediting agencies, etc.

The process leading to the submission of this proposal was a collaborative effort that included input from the Montana Law Enforcement Academy, The University of Montana College of Technology, UM’s College of Arts and Sciences and its Department of Sociology, and the College of Education and Human Sciences. Curriculum experts at The University of Montana and UM College of Technology worked with the Montana Law Enforcement Academy to strengthen and convert the existing MLEA LEO Basic curriculum into a Certificate of Applied Science in Fundamentals of Police Science. This proposal now seeks the approval of UM’s ASCRC and the Montana Board of Regents.