Syllabus (REVISED)
CJ 341 - Police Methods & Organization
Fall 2017
MWF 11:00 a.m. - 11:50 a.m.
Owings – McQuagge Hall, Room 100

Instructor: R. Alan Thompson, Ph.D.
Office: AKH #121
Phone: 601-266-6172 (Direct) or 601-266-4509 (Front Desk)
Email: Alan.Thompson@usm.edu (this is the best method of contact)

Office Hours:
Monday: 9:00 a.m. – 11:00 a.m.; 1:00 p.m. – 2:00 p.m.; 3:15 p.m. – 4:00 p.m.
Tuesday: Research, Service & Faculty Development (may be available by appointment)
Wednesday: 9:00 a.m. – 11:00 a.m.; 1:00 p.m. – 2:00 p.m.; 3:15 p.m. – 4:00 p.m.
Thursday: Research, Service & Faculty Development (may be available by appointment)
Friday: 9:00 a.m. – 11:00 a.m.; 12:00 p.m. – 1:00 p.m.

Important Notes:
• It is best to make an appointment with me directly by email in advance if you wish to meet.
• There will be instances when I am not in the office or available at the stated times due to meetings or other professional obligations. Students are encouraged to wait or leave a message at the front desk in the event that I am unavailable for an unannounced / unplanned visit.
• I am generally available other days and times by appointment arranged in advance through email. At certain times I will be working in other areas on campus so please feel free to contact me by email and arrange a meeting date and time at an alternate location.
• I often work with the door partially closed so just knock and I will respond. You should wait to be invited in.

Course Purpose & Objectives
An introduction to contemporary American law enforcement. This semester the course will focus upon the realities of police work, police culture and the nature of contacts between citizens and the police with particular regard to use of force and the rule of law.

Text
Students are not required to purchase a traditional textbook for this course. Instead, we will be using an online open educational resource located at: http://aquila.usm.edu/textbooks/1/
Course Requirements

Exams:

Number, Weight and Material Covered - There will be three exams throughout the semester. Each test is worth 30% of the final grade.

Format - Exams may consist of true / false, multiple choice, short-answer and essay format questions. Questions on each exam will only cover materials presented, discussed or distributed since the previous exam. The only exception to this general rule is that short-answer and essay questions may be cumulative in nature. Short-answer questions will require a one-half page response, while each essay question will require a two page response.

Make-up Policy - No make-up exams will be offered unless the student contacts the instructor prior to the test. In such instances, the instructor reserves the right to decline a student’s request for a make-up exam. Consideration will be given to legitimate, exigent circumstances. In the event that a make-up is allowed, the instructor reserves the right to change the format of the exam, either in whole or part.

Required Materials - Exams will be administered on a Scantron form #882. It is the student’s responsibility to bring this form, along with a #2 pencil, to class on the day of a test. Paper will be provided by the instructor for the written portion of the exam.

Appropriate Test-taking Behavior - During the exam, all materials, purses and book bags are to remain closed directly under the student’s seat. Once the test is distributed, no one will be allowed to enter or leave the room unless they are completely finished with the test and have submitted it to the instructor. Any talking between students once the first test has been distributed will be considered a prima-facie case of cheating and will result in a grade of zero (0) being assigned to those involved for the test. Students who arrive to class late after the test has been distributed will not be allowed to enter the room or take the exam.

Classroom Conduct and Attendance Policies:

All students should refer to and read the Classroom Conduct Policy located at:

https://www.usm.edu/provost/classroom-conduct-policy

This policy guides student behavior in the classroom and provides measures for ensuring that the learning opportunities of others are not unnecessarily limited by inappropriate acts or omissions. The most significant section of this policy states that faculty members have ultimate charge over classroom behavior. This means that if you cannot adhere to reasonable expectations of classroom conduct as specified by the policy, syllabus and orally articulated standards that you can expect to be told to leave the classroom and will only be permitted to return when the professor is satisfied that appropriate classroom behavior will be observed.

Successful learning and understanding requires regular attendance and active participation in class discussions. Attendance will be taken regularly using a variety of methods including, but not limited to, roll call, sign-in sheets and pop quizzes. Since quizzes are intended to reward attendance, they may not be made up if missed. It is understood that, due to circumstances beyond the student’s control, absence from class may be unavoidable. In the event that a student must miss class, (s)he is expected to contact the instructor prior to the scheduled class meeting. The instructor may require students to provide documentation pertaining to the absence. Each student is expected to be in the classroom ready to begin class on time and remain until the end of the session. If the student is unable to meet this expectation, (s)he will be counted as absent for the day unless the instructor is notified in advance and approval is given. Students who accumulate more than three absences during the semester will be ineligible to receive full credit for this portion of the final course grade. Conversely, those
students who attend class regularly and make meaningful contributions to classroom discussion will be considered eligible to receive full credit for this portion of the final grade.

During the semester, every student enrolled in the course will be required to meet at least once with the professor to assess their progress, participation, attendance and performance. This requirement, combined with the above stated attendance and participation policy, will constitute 10% of the final grade. If a student does not meet with the professor as scheduled, no credit will be received for this portion of the grade.

Private conversation between two or more students during class time is often considered impolite and disruptive behavior. In the event that private conversations reach such a point, the students will be required to leave the classroom and recorded as absent that day.

Only those students enrolled in the course are allowed in the classroom during the scheduled period.

Students will observe policies prohibiting food, drinks, or tobacco products in the classroom.

The inappropriate use of cellular phones or other devices will not be allowed.

The use of recording devices in class is strictly prohibited unless instructor approval is obtained in advance.

Students are required to arrive to class on time and not leave until dismissed by the instructor. Do not come in if you are late and the door is closed. Do not get up and leave class early without permission.

**Course Requirements at a Glance**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tests (three at 30% each)</td>
<td>90%</td>
</tr>
<tr>
<td>Attendance, participation, office meetings</td>
<td>10%</td>
</tr>
</tbody>
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**Grading Scale**

<table>
<thead>
<tr>
<th>Percentage Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>100 - 90</td>
<td>A</td>
</tr>
<tr>
<td>89 - 80</td>
<td>B</td>
</tr>
<tr>
<td>79 - 70</td>
<td>C</td>
</tr>
<tr>
<td>69 - 60</td>
<td>D</td>
</tr>
<tr>
<td>59 and below</td>
<td>F</td>
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**Academic Integrity:**

All students should refer to and read the Academic Integrity Policy located at:

https://www.usm.edu/institutional-policies/policy-acaf-pro-012

All students at The University of Southern Mississippi are expected to demonstrate the highest levels of academic integrity in all that they do. Forms of academic dishonesty include (but are not limited to):

1. Cheating (including copying from others’ work)
2. Plagiarism (representing another person’s words or ideas as your own; failure to properly cite the source of your information, argument, or concepts)
3. Falsification of documents
4. Disclosure of test or other assignment content to another student
5. Submission of the same paper or other assignment to more than one class without the explicit approval of all faculty members’ involved
6. Unauthorized academic collaboration with others
7. Conspiracy to engage in academic misconduct

Engaging in any of these behaviors or supporting others who do so will result in academic penalties and/or other sanctions. If a faculty member determines that a student has violated our Academic Integrity Policy, sanctions ranging from resubmission of work to course failure may occur, including the possibility of receiving a grade of “XF” for the course, which will be on the student’s transcript with the notation “Failure due to academic misconduct.” Note that repeated acts of academic misconduct will lead to expulsion from the University.

The University expects all students to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action.

The university and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating, plagiarism, collusion and the abuse of resource materials.

“Cheating” includes: 1) Copying from another student’s test paper, laboratory report, or computer files, data listings, and/or programs; 2) Using, during a test, materials not authorized by the person giving the test; 3) Collaborating, without authorization, with another student during an examination or in preparing academic work; 4) Knowingly, and without authorization, using, buying, selling, stealing, transporting, soliciting, copying, or possessing, in whole or in part, the contents of an unadministered test; 5) Substituting for another student, or permitting another student to substitute for oneself, to take a test; 6) Bribery another person to obtain an unadministered test or information about an unadministered test, and; 7) Purchasing, or otherwise acquiring and submitting as one’s own work any research paper or other writing assignment prepared by an individual or firm. This section does not apply to the typing of the rough and/or final versions of an assignment by a professional typist.

“Plagiarism” means the appropriation of another’s work or idea and the unacknowledged incorporation of that work into one’s own work offered for credit.

“Collusion” means the unauthorized collaboration with another person in preparing work offered for credit.

“Abuse of Resource Materials” means the mutilation, destruction, concealment, theft or alteration of materials provided to assist students in the mastery of course material.

Students suspected of engaging in any of the above behaviors will be subject to the University’s disciplinary procedures (up to and including expulsion from the program and the University) and will also receive a final grade of “XF” for the course.

**Disability Services Statement**

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Office for Disability Accommodations (ODA) for information on appropriate policies and procedures. Disabilities covered by the ADA may include learning, psychiatric, physical disabilities or chronic health disorders. Students can contact ODA if they are not certain whether a medical condition/disability qualifies. Mailing address: 118 College Drive, # 8586, Hattiesburg, MS 39406-0001; Telephone: (601) 266-5024; TTY: (601) 266-6837; Fax: (601) 266-6035’ Email: oda@usm.edu.
Important Dates to Remember

8/23  Last day to add / drop full term classes without academic or financial
8/23  Last day to drop full term classes without grade of W
8/23  Last day to drop full term classes and receive 100% refund (after this date, no tuition
       refund whatsoever)
9/4   Labor Day Holiday
10/19 – 10/20 Fall Break (dates subject to change)
10/27 Last day to withdraw from full term classes with grade of W (after this date, students will
        earn a letter grade)
11/1  Last day to file application for degree for Spring 2018 commencement without a fee
1/22 – 11/24 Thanksgiving Holidays
12/1  Last day of class lecture / final exam review
12/6  Final exam 10:45 am – 1:15 pm
12/13 Grades available for view in SOAR

Tentative Course Schedule

Week 1: Course introduction
Week 2: The role of police in society
Week 3: The role of police in society
Week 4: Realities of police work
Week 5: Realities of police work
Week 6: Police culture
Week 7: Police culture
Week 8: Police culture
Week 9: Police and the use of force
Week 10: Police and the use of force
Week 11: Police and the use of force
Week 12: Police and the use of force
Week 13: Police and the rule of law
Week 14: Police and the rule of law
Week 15: Police and the rule of law
Week 16: Final exam