



North Central State College
SYLLABUS ADDENDUM

Academic Division:	<u>Engineering Technology, Business, & Criminal Justice</u>	Discipline:	<u>Police Academy</u>
Course Coordinator:	<u>Dave Koepke</u>		
Course Number:	<u>CRMJ-2210-25</u>	Course Title:	<u>Intro to Police Ops & Reports</u>
Semester / Session:	<u>SU26, SP27</u>	Start / End Date:	<u>7/1/26-6/30/27 *</u>

Instructor Information

Name:	<u>Brad Copeland</u>	Credentials:	<u>OPOTA Commander</u>
Phone Number:	<u>419-755-4808</u>	E-Mail Address:	<u>bcopeland@ncstatecollege.edu</u>
Office Location:	<u>062</u>	Office Hours:	<u>Call for appointment</u>

*** Notice Regarding Academic Calendar Compliance:**

Please be advised that the **Police Academy operates under a calendar schedule that differs from the standard academic calendar for degree courses at North Central State College.** The program's schedule, including start and end dates, holidays, and training requirements, is governed by the **Ohio Peace Officer Training Commission (OPOTC) School Calendar.** Students are responsible for adhering to all dates and requirements as outlined by the OPOTC.



North Central State College

MASTER SYLLABUS

2025-2026

- A. Academic Division: Engineering Technology, Business & Criminal Justice Division
- B. Discipline: Criminal Justice
- C. Course Number and Title: CRMJ2210 Introduction to Police Operations and Report Writing
- D. Assistant Dean: Brooke Miller, M.B.A.

Instructor Information:

E. Credit Hours: 3

F. Prerequisites: None

G. Last Course/Curriculum Revision Date: Fall 2025

Origin date: 08/04/201

H. Textbook(s) Title:

Police Operations Textbook Package

- ISBN #: 9780135175972

Package above includes the following books:

Policing Today & Tomorrow

- Authors: Michael Birzer
- Copyright Year: 2006
- Edition: 5th
- ISBN #: 9780131190689

Report It In Writing

- Author: Debbie Goodman
- Copyright Year: 2014
- Edition: 6th
- ISBN #: 9780133483185

I. Workbook(s) and/or Lab Manual: None

J. Course Description: This course is designed to acquaint the student with the history of policing, police operations and community policing. This course will also acquaint the student with current technology, reporting systems, report writing and various divisions within police organizational structure. This is a TAG Course (OSS034).

K. College-Wide Learning Outcomes

College-Wide Learning Outcomes	Assessments - - How it is met & When it is met
Communication – Written	Written Project Report- Written Communication VALUE Rubric - Week 15
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall: (any or all assessments can be conducted unless otherwise stated within the specific outcome.)

Outcomes	Assessments – How it is met & When it is met
1. Analyze the history of American policing.	TAG Exams/quizzes, video review, Week One
2. Explain the police role and styles of policing.	TAG Discussion worksheets, exam, group projects, –second and third and week of semester
3. Explain the organization of policing.	Discussion question worksheets, exams, quizzes, group projects, in-class discussions/exercises, mock police dept. project, video reviews – beginning of semester
4. Recognize and describe the recruitment, selection and training of law enforcement officers.	TAG Discussion worksheets, quizzes, group projects, in-class exercises, mock police dept. project, – sixth week of semester
5. Explain and understand police behavior, attitudes, and stress.	Discussion question worksheets, exams, quizzes, group projects, in-class discussions/exercises, mock police dept. project – by end of semester
6. Describe the components of police integrity, discretion and ethics.	TAG Discussion worksheets, quizzes, in-class discussions/exercises, mock police dept. project – fifth week of semester
7. Explain the difference between the police and the law.	Discussion question worksheets, exams, quizzes, group projects, in-class discussions/exercises, mock police dept. project, video reviews – beginning of semester
8. Describe and define the concept of patrol operations and the various duties and units of operation	TAG Discussion worksheets, exam, in-class discussions/exercises, mock police dept. project, video reviews – tenth week of semester
9. Describe the expanded police response.	Discussion question worksheets, exams, quizzes, group projects, in-class discussions/exercises, mock police dept. project – by end of semester
10. Define and describe Police-Community and the implementation of Community Policing.	TAG Discussion worksheets, exams, group projects, in-class discussions/exercises, mock police dept. project, video reviews – fourth week of semester
11. Describe the role of research and planning in policing.	Discussion question worksheets, exams, quizzes, group projects, in-class discussions/exercises, mock police dept. project – latter portion semester
12. Learn and develop observation skills used for report writing.	Worksheet – end of semester

Outcomes	Assessments – How it is met & When it is met
13. Discuss the various types of report forms and their applications and use.	Worksheet - end of semester
14. Prepare reports in draft form.	Practice Reports - end of semester
15. Prepare final reports and combine with computer skills.	Practice Reports - end of semester
16. Be able to assess a situation and prepare an updated report.	Practice Reports - end of semester
17. Work on reports as individuals and as a team.	Practice Reports - end of semester

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70-72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63-66	D	1.00	Below Average
60-62	D-	0.67	Poor
00-59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences. Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

* *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus supplement located at

<https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf>