DATE OF LAST REVIEW: 02/2013
CIP CODE: 43.0107
SEMESTER: Departmental Syllabus
COURSE TITLE: Criminal Justice Practicum
COURSE NUMBER: CRJS-0221
CREDIT HOURS: 3
INSTRUCTOR: Departmental Syllabus
OFFICE LOCATION: Departmental Syllabus
OFFICE HOURS: Departmental Syllabus
TELEPHONE: Departmental Syllabus
EMAIL: KCKCC issued email accounts are the official means for electronically communicating with our students.

PREQUISITE(S): Students are required to complete 135 hours of on-site work to be awarded 3 credit hours.

REQUIRED TEXTBOOK AND MATERIALS:
None required. The agency with which the student is volunteering may require some materials to be read.

COURSE DESCRIPTION:
Students are required to observe (on site) and work with a criminal justice agency. The Program Coordinator and the agency must mutually agree to the practicum. Arrangements must be made for this practicum in the semester prior to enrollment. Students are required to complete 135 hours of on-site work to be awarded 3 credit hours.

METHODS OF INSTRUCTION:
Orientation, lecture/discussion with instructor, orientation lecture/discussion with agency representative, on-site observation, journaling, and a term paper.

COURSE OUTLINE:
I. Orientation Session to the Practicum
II. Orientation Session to the Agency
III. Observations within the Agency (135 clock hours minimum).
IV. Submission of a work schedule during practicum, journal, and "connections" paper.
V. In-briefing and De-briefing session with coordinator/instructor.

EXPECTED LEARNER OUTCOMES:
A. The student will demonstrate knowledge of the agency’s organizational structure.
B. The student will demonstrate knowledge of the major functions of the agency.
C. The student will demonstrate knowledge of the major problems facing the agency.
D. The student will demonstrate knowledge of the core processes used by the agency.
E. The student will be able to relate objectives 1-4 above to material covered in the appropriate Criminal Justice education courses.

COURSE COMPETENCIES:

**Demonstrate knowledge of the agency’s organizational structure.**

1. The student will be able to describe the agency’s organizational structure.
2. The student will be able to identify the position titles within the organization’s structure.
3. The student will be able to give a brief explanation of each position’s function.
4. The student will be able to discuss the vertical relationships among positions within the organization.
5. The student will be able to discuss the agency’s relationship to other governmental units.
6. The student will be able to evaluate the organizations lateral coordination among positions in the organization.

**Demonstrate knowledge of the agency’s major functions.**

7. The student will be able to identify the major functions of the agency.
8. The student will be able to describe the major functions of the agency.
9. The student will be able to determine the organization’s role in Local, State or Federal Law Enforcement.
10. The student will be able to evaluate the effectiveness of the organization in accomplishing its Law Enforcement mission objectives.
11. The student will be able to discuss the working relationships between internal departments with the organization.
12. The student will be able to describe relevant law enforcement training requirements for each department in the organization.

**Demonstrate knowledge of the major challenges facing the agency.**

13. The student will be able to identify the major problems facing the agency.
14. The student will be able to discuss the major problems facing the agency.
15. The student will be able to identify strategies the agency is using or plans to use to deal with major problems.
16. The student will be able to describe future issues facing the organization.
17. The student will be able to determine outcomes facing the organization based on historical data of past challenges or issues.
18. The student will be able to provide recommendations on appropriate methods to solve immediate organizational problems based on identified challenges.

**Demonstrate knowledge of the core processes of the agency.**

19. The student will be able to identify the core organizational processes used by the agency.
20. The student will be able to explain the core organizational processes used by the agency.
21. The student will critique the organization’s core processes.
22. The student will be able to identify shortcomings in the organization’s core processes.
23. The student will be able to discuss recommendations to overcome identified shortcomings.
24. The student will be able to understand the effectiveness of the agencies change model.

The student will be able to relate objectives 1-4 above to material covered in the appropriate Criminal Justice Education courses.

25. The student will be able to discuss observed structures, processes, problems, and functions in light of material covered in appropriate Criminal Justice education courses.
26. The student will be able to discuss how the criminal law impacts agency structures.
27. The student will be able to discuss how the criminal law impacts agency processes.
28. The student will be able to discuss how the criminal law impacts agency problems.
29. The student will be able to discuss how the criminal law impacts agency functions.
30. The student will be able to determine how the criminal law impacts agency effectiveness.

ASSESSMENT OF LEARNER OUTCOMES:
Student progress is evaluated by means that include, but are not limited to, exams, written assignments, and class participation.

SPECIAL NOTES:

This syllabus is subject to change at the discretion of the instructor. Material included is intended to provide an outline of the course and rules that the instructor will adhere to in evaluating the student’s progress. However, this syllabus is not intended to be a legal contract. Questions regarding the syllabus are welcome any time.

Kansas City Kansas Community College is committed to an appreciation of diversity with respect for the differences among the diverse groups comprising our students, faculty, and staff that is free of bigotry and discrimination. Kansas City Kansas Community College is committed to providing a multicultural education and environment that reflects and respects diversity and that seeks to increase understanding.

Kansas City Kansas Community College offers equal educational opportunity to all students as well as serving as an equal opportunity employer for all personnel. Various laws, including Title IX of the Educational Amendments of 1972, require the college’s policy on non-discrimination be administered without regard to race, color, age, sex, religion, national origin, physical handicap, or veteran status and that such policy be made known.

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