

COURSE SYLLABUS

CJLE 1119 (1:0:2)

LAW ENFORCEMENT HONOR GUARD
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Law Enforcement Technology

Department of Professional Services & Energy

Technical Education Division

Levelland & Reese Center Campuses

SOUTH PLAINS COLLEGE

**Spring 2020**

Campuses: Levelland

## COURSE SYLLABUS

COURSE TITLE: CJLE 1119 - LAW ENFORCEMENT HONOR GUARD

INSTRUCTOR: Mark Wittie

OFFICE LOCATION AND PHONE/E-MAIL: Office Number: LE 110  
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OFFICE HOURS: posted on the door

### SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

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#### I. GENERAL COURSE INFORMATION:

- A. Course Description: Prerequisite: Second semester freshman or sophomore law enforcement or criminal justice major with a 3.0 or better GPA and approval of law enforcement advisor. Students receive specialized training and skills required for law enforcement honor guard that will permit students opportunity to prepare for placement in law enforcement honor guards with employing agencies. Topics of study include the history and protocol of the U.S. and Texas flags, techniques in various ceremonial events, and team skills. Students will participate in the Law Enforcement Memorial Day services at South Plains College and other services as assigned. In addition to honor guard skills, emphasis will be directed toward physical fitness and conditioning exercises.
- B. Course Goals/Objectives: The goals/objectives of this course are:
- Provide student with the history and protocol of the U.S. and Texas flags.
  - Prepare student to carry out role as a team leader.
  - Provide student with knowledge of procedures to perform various ceremonial events.
  - Instill the student with a knowledge of leadership obligations when called upon.
  - Provide student physical fitness and conditioning skills.
  - Student will learn the synchronized firing of weapons, marching and ceremonial etiquette.

- C. **Course Competencies:** Upon successful completion of this course, each student will have demonstrated through comprehensive examinations, with a score of 70% or better, a competent understanding of:
- Ability to participate as a team member in law enforcement honor guard activities.
  - Skill necessary to carry out role as a team member
  - Knowledge of the procedures required to perform various skills related to honor guard that include, but not limited to : honoring the U.S. and Texas flags, marching ,synchronized firing of weapons and ceremonial etiquette.
  - All students must participate in the Law Enforcement Memorial Day services to satisfactorily complete this course.
  - Physical fitness and conditioning skills.
- D, **Academic Integrity:** It is the aim of the Law Enforcement faculty of South Plains Colleges to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension. Students should refer to the SPC General Catalog policy regarding consequences for cheating and plagiarism (see "Academic Integrity" as well as "Student Conduct" sections in college catalog). At times, working with other students is encouraged for some assignments and meets SCANS competencies C-9 through C-14. If you have a question as to whether you may work with other students on any assignment, ASK YOUR INSTRUCTOR.
- E. **SCANS and Foundation Skills.** This course covers SCANS Occupational Competencies C- 1,4,5,6,7,9,10,11,13,&14 and Foundation Skills F-1,2,5,6,9,10,13,14,15,&17.
- F. **Verification of Workplace Competencies.** Successful completion of this course meets one of the TCLEOSE mandated requirements that permit a student to take the State License Examination to be a peace officer. This course will also transfer to a senior level institution that offers a Criminal Justice or related degree.

## II. SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS:

- A. **Textbook and Other Materials:** There is no textbook for this class. Students will be provided with handouts as needed. Students will keep a journal that outlines specific data as required by the instructor.
- B. **Class Attendance.** Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor.

Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have “Never Attended” by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of “X” or “F” as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student’s responsibility to be aware of that policy.

It is the student’s responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. Students must attend and/or participate in all classes for which financial aid is awarded. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the Student will owe any balance resulting from the adjustment.

- C. Grading Policy/Procedure and/or methods of evaluation. An accumulative point system will be utilized to determine the final grade that the student will receive for the course. The student's grade will be determined by adding the total points earned during the semester from examinations and assignments. (Note: See the General College Catalog "Grade and Reports" for explanation of grades and grade point averages.) Points will be determined in accordance with the following outline:

	TOTAL
Semester Project.....	100 points
Daily Work Assignments.....	100 points
**Final Examination.....	300 points
Attendance.....	100 points
Total Points Possible.....	600 points

\*Make-up tests may be administered at the discretion of the instructor; students are expected to be present and prepared for all announced examinations.

\*\* Final Examination is required for all students.

**GRADING GUIDELINE:**

Total Points Accumulated = Grade Earned

540 to 600 points = A

480 to 539 points = B

420 to 479 points = C

360 to 419 points = D

- D. **Special Requirements--Safety Policy.** Students should adhere to safety standards established in the SPC Student Handbook. Students in law enforcement/criminal justice must follow all safe practices in the Firing Range and other laboratory work areas. Further, chemical hazards and appropriate MSDS safety practices will be covered by the instructor during the first class session if potential for exposure exists.
- E. **ACCOMADATIONS** - South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. It is the policy of South Plains College to offer all educational and employment opportunities without regard to race, color, national origin, religion, gender, disability or age (SPC Equal Opportunity Policy--General Catalog). Students with disabilities, including but not limited to physical psychiatric, or learning disabilities who wish to request accommodations in this class should notify the Special Services Office early in the semester so that appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Special Services Coordinator.
- F. **4.1.1.4 Title IX Pregnancy Accommodations Statement**
- If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Chris Straface, Director of Health and Wellness at 806-716-2362 or email [cstraface@southplainscollege.edu](mailto:cstraface@southplainscollege.edu) for assistance.
- G. ***South Plains College permits the lawful carry of concealed handguns in accordance with Texas state law, and Texas Senate Bill 11. Individuals possessing a valid License to Carry permit, or the formerly issued Concealed Handgun License, may carry a concealed handgun at all campus locations except for the following.***
- **Natatorium**

*For a complete list of campus carry exclusions zones by event, please visit*  
<http://www.southplainscollege.edu/campuscarry.php>