ENF335 Law Enforcement Supervision
(3 credit hours)
Course Syllabus

Course Description

This course studies the basic responsibilities and duties of a law enforcement supervisor. This is a significant role which impacts the overall effectiveness of the agency. Topics covered include agency structure, management of personnel, leadership and critical incident leadership.

Course Learning Outcomes

By the end of this course, you will be able to:

1. Describe law enforcement professional standards of conduct, policies and procedures.

2. Construct effective leadership within the context of law enforcement supervision and administration.

3. Synthesize law enforcement professional values and ethics.

4. Relate management principals to law enforcement supervision and administration.

5. Demonstrate fiscal management within the context of a law enforcement agency.

Prerequisites/Corequisites

JUS110

Required Textbook(s) and Resources

For this course a digital copy of your textbook is included with your DragonACCESS fees. Use the DragonACCESS tool in Moodle to view your book.

Iannone, N., Iannone, M. & Bernstein, J. (2019). *Supervision of Police Personnel* (9th Ed.). Pearson.

Be sure to also review the weekly **Explore** sections for additional library or web resources. For access to databases, research help, and writing tips, visit the Tiffin University Library. You might consider registering for one of the library's many webinars on library research, source evaluation, copyright, and other topics, at the Library Events - Upcoming Events web page. For further assistance email a librarian, at: library@tiffin.edu.

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24/7 Tech Support: 855-664-1200

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Time Commitment

Effective time management is possibly the single most critical element to your academic success. To do well in this online class you should plan your time wisely to maximize your learning through the completion of readings, discussions, and assignments. Because of our accelerated, seven-week term, TU online courses are designed with the expectation that you dedicate a little over **six (6)** hours per credit hour to course activities and preparation **each week**. For example, for successful completion of a three-credit, seven-week online course you should reserve roughly **twenty (20) hours per week**.

To help plan your time and keep on track toward successful course completion, note the distinctive rhythm of assignment due dates:

1. All times assume Eastern Time (GMT-4).

2. Weeks begin at 12:00 a.m. ET on Monday and end at 11:55 p.m. ET on Sunday.

3. Unless otherwise noted, initial assignments or discussion posts are due by **11:55 p.m. ET** on **Wednesdays.**

4. Additional assignments or follow-up discussion posts are due by **11:55 p.m. ET** on **Saturdays, and**

5. Major assignments and reflections are typically due by **11:55 p.m. ET** on **Sundays.**

Learning Activities

There will be weekly forums where we will discuss various leadership and supervision topics. This will be supplemented by a series of weekly case studies from outside sources. Case studies are designed to bring together the weekly concepts and principles. Weekly written assignments will bring about various degrees of projects or a presentation on current topics affecting law enforcement supervisors. The course will wrap up with a research paper on a specific topic chose by students.

Key Assessment (Taskstream Submission)

This TU course features a "Key Assessment" that provides you the opportunity to demonstrate your program's core competencies. It also shows how the course fits within the broader curriculum. For this course, the Key Assessment is the Course Project, due in Week 7.

Grading

The chart below identifies the individual contributions from each type of activity, per week.

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Total
Discussions Activity 1.1 (n/a) Activity 1.2 (20) Activity 1.3 (20)	**Discussions** Activity 2.1 (20) Activity 2.2 (20)	**Discussions** Activity 3.1 (20) Activity 3.2 (20)	**Discussions** Activity 4.1 (20) Activity 4.2 (20)	**Discussions** Activity 5.1 (20) Activity 5.2 (20)	**Discussions** Activity 6.1 (20) Activity 6.2 (20)	**Discussions** Activity 7.1 (20) Activity 7.2 (20)	**280**
Case Study Activity 1.4 (35)	**Case Study** Activity 2.3 (35)	**Case Study** Activity 3.3 (35)	**Case Study** Activity 4.3 (35)	**Case Study** Activity 5.3 (35)	**Case Study** Activity 6.3 (35)	--	**210**
Writing Assignment Activity 1.5 (50)	**Writing Assignment** Activity 2.4 (50)	**Writing Assignment** Activity 3.4 (50)	**Writing Assignment** Activity 4.4 (50)	**Writing Assignment** Activity 5.4 (50)	**Writing Assignment** Activity 6.4 (50)	--	**300**
--	**Research Paper** Activity 2.5 (10)	--	--	**Research Paper** Activity 5.5 (20)	--	**Research Paper** Activity 7.3 (180)	**210**
125	**135**	**125**	**125**	**145**	**125**	**220**	**1000**

Grading Scale

Grade	Percentage
A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	<60%

Please see the Academic Bulletin for grade appeal information.

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Course Schedule and Weekly Checklist

Topic	Learning Activities (Due by 11:55 p.m. ET on day designated)
Start Here	❏ MON: Activity 1.1: Who Are You? - Initial Post
Week 1 Title: The Supervisor's Role and Administration Topic(s): Supervision Leadership Management Organization Administration	❏ WED: Activity 1.2: Supervision vs. Management - Initial Post ❏ WED: Activity 1.3: Organizational Chart - Initial Post ❏ WED: Activity 1.1: Who Are You? - Secondary Posts ❏ SAT: Activity 1.2: Supervision vs. Management - Secondary Posts ❏ SAT: Activity 1.3: Organizational Chart - Secondary Posts ❏ SUN: Activity 1.4: Case Study - Supervision ❏ SUN: Activity 1.5: POSDCORB Paper
Week 2 Title: Leadership, Supervision and Command Presence Topic(s): Leadership Command Presence Communication Written Communication	❏ WED: Activity 2.1: Notable Leaders - Initial Post ❏ WED: Activity 2.2: Personal Assessment - Initial Post ❏ SAT: Activity 2.1: Notable Leaders - Secondary Posts ❏ SAT: Activity 2.2: Personal Assessment - Secondary Posts ❏ SUN: Activity 2.3: Case Study - Leadership Presence ❏ SUN: Activity 2.4: Written Communications ❏ SUN: Activity 2.5: Research Paper Orientation
Week 3 Title: Psychological Aspects of Supervision Topic(s): Interview, Interrogation Drives, Satisfaction and Needs Human behavior Performance	❏ WED: Activity 3.1: Police Interview Questions - Initial Post ❏ WED: Activity 3.2: The Hawthorne Effect on Supervision - Initial Post ❏ SAT: Activity 3.1: Police Interview Questions - Secondary Posts ❏ SAT: Activity 3.2: The Hawthorne Effect on Supervision - Secondary Posts ❏ SUN: Activity 3.3: Case Study – Mistakes and Forgiveness ❏ SUN: Activity 3.4: Evaluating Poor Performance

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Topic	Learning Activities (Due by 11:55 p.m. ET on day designated)
Week 4 Title: Counseling and Remediation Topic(s): Counseling Employees Grievances	❏ WED: Activity 4.1: Employee Substance Abuse - Initial Post ❏ WED: Activity 4.2: Employee Dissatisfaction - Initial Post ❏ SAT: Activity 4.1: Employee Substance Abuse - Secondary Posts ❏ SAT: Activity 4.2: Employee Dissatisfaction - Secondary Posts ❏ SUN: Activity 4.3: Case Study - Personal Problems ❏ SUN: Activity 4.4: Labor Dispute
Week 5 Title: Discipline, Policy and Practice Topic(s): Best Practice Espirit de corps Discipline	❏ WED: Activity 5.1: Employee Discipline - Initial Post ❏ WED: Activity 5.2: Internal Investigations - Initial Post ❏ SAT: Activity 5.1: Employee Discipline - Secondary Posts ❏ SAT: Activity 5.2: Internal Investigations - Secondary Posts ❏ SUN: Activity 5.3: Case Study – Delivering Bad News ❏ SUN: Activity 5.4: Morale and Esprit de Corps ❏ SUN: Activity 5.5: Research Paper Preparation
Week 6 Title: Performance Ratings and Field Force Topic(s): Evaluations Tactical Response Unusual Incidents	❏ WED: Activity 6.1: Performance Evaluations - Initial Post ❏ WED: Activity 6.2: Critical Incident Response - Initial Post ❏ SAT: Activity 6.1: Performance Evaluations - Secondary Posts ❏ SAT: Activity 6.2: Critical Incident Response - Secondary Posts ❏ SUN: Activity 6.3: Preparation for Crisis ❏ SUN: Activity 6.4: Crisis in a Cornfield

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Topic	Learning Activities (Due by 11:55 p.m. ET on day designated)
Week 7 Title: Supervisory Knowledge Topic(s): Fiscal Responsibility Vicarious Liability	❑ WED: Activity 7.1: Legal Issues for Supervisors - Initial Post ❑ WED: Activity 7.2: Contemporary Issues Facing Law Enforcement - Initial Post ❑ THU: Activity 7.3: Course Project ❑ SAT: Activity 7.1: Legal Issues for Supervisors - Secondary Posts ❑ SAT: Activity 7.2: Contemporary Issues Facing Law Enforcement - Secondary Posts

Tips for Success

Successful online learning requires a good deal of self-discipline and self-direction. As seekers of the truth, we should be willing to challenge and review one another's academic work in a spirit of respectful comradery and constructiveness. Your course is a place for you to stretch and grow as you benefit from the expertise, knowledge, experience and diverse perspectives of your instructor and peers. Constructive feedback will challenge you to stretch your own thinking, thereby expanding your knowledge, understanding and application.

To get the most out of your learning experience, you should actively engage (participate) in **ALL** course activities. Course elements are arranged chronologically. To complete a week, simply work your way "down the page" through all of the course materials and activities.

Your Instructor Will Expect You to:

● Thoroughly review orientation materials (Start Here) within the first 48 hours of the term.

● Monitor your TU email account **daily** for important updates and announcements.

● Take ownership of your learning experience and act in a proactive, self-directed manner. That means:

   o Fully participate in all learning activities.

   o Complete assignments as described in rubrics or other instructions.

   o Submit all work on time and in the specified format (e.g. APA format for citations). Late assignments will be accepted at the discretion of your instructor. Penalties may apply.

   o Utilize and incorporate instructor provided feedback to improve your work.

   o Ask questions so you can better understand course material or assignments.

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- Use the highest standards of intellectual honesty and integrity. For more information, see the TU Library guide: [Digital Literacy: Netiquette and Internet Safety](#).

- Treat others respectfully and demonstrate "netiquette" (online politeness and respectfulness) at all times. TU celebrates cultural uniqueness and expects all students to be considerate and thoughtful throughout their learning experiences.

You Should Expect Your Instructors to:

- Post an introductory announcement/email at the beginning of each week to provide updates and help you prepare for the week's activities.

- Maintain an active and engaged presence in all course activities and throughout the course.

- Respond to your emailed questions within 48 hours, if not sooner.

- Clearly communicate any absences or expected non-participation due to extenuating circumstances. For example, "I will be traveling to attend a funeral this week and may not be able to respond to questions or participate in forums for a couple of days."

- When grading your work:

  - clearly indicate their grading approach (what they like to see in submitted work as well as what types of errors they tend to penalize more harshly),

  - thoroughly review and evaluate your submissions in a timely manner (in less than 5 days for most assignments), and

  - provide constructive feedback that indicates the strengths and weaknesses of your work and provides suggestions on how you can improve your performance on future assignments.

- Advocate for your success as a learner and help guide you toward successful completion of the course activities and most importantly, attainment of the course learning outcomes.

Accommodations

The **Office for Disability Services** supports the institutional commitment to diversity by providing educational opportunities for qualified individuals with disabilities through accessible programs and services in compliance with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act (ADA) of 1990.

If you need reasonable accommodations due to a documented disability, contact the Office for Equity, Access, & Opportunity 419.448.3021 or via email at disabilityservices@tiffin.edu.

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Additional Resources & Support

For technical support, either email moodlesupport@tiffin.edu or call the 24/7 Technical Support Call Center at 855-664-1200.

If you need to consult an academic advisor refer to TU's <u>Meet the Team</u> page.

For information about TU's peer tutoring program see the Murphy Center's [Tutoring Policies and Procedures](#) page. Veterans and active military can seek assistance from TU's [Veteran and Military Services Web Page](#).

Comments or Concerns

TU's online programs are designed to be student *driven*: to empower you with a voice and stake in your learning. Our courses feature multiple and varied ways that you can share feedback, and we invite you to become an active voice and help drive our improvement efforts. In addition to providing in-course feedback, we encourage you to submit questions or comments directly to the online team at online@tiffin.edu.

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