

ADMJ C051 : Public Relations and Liability

General Information

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Course Code (CB01) :	ADMJ C051
Course Title (CB02) :	Public Relations and Liability
Department:	Public Service
Proposal Start:	Fall 2018
TOP Code (CB03) :	(2105.00) Administration of Justice
SAM Code (CB09) :	Clearly Occupational
Distance Education Approved:	No
Course Control Number (CB00) :	CCC000582342
Curriculum Committee Approval Date:	01/20/2017
Board of Trustees Approval Date:	03/09/2017
External Review Approval Date:	06/29/2017
Course Description:	<p>This course covers the required learning domains outlined in section 7583.6(b) of the Business and Professions Code for newly licensed security officers concerning the importance of public relations with both community and customer. The course provides important information concerning discrimination, diversity, substance abuse, and the mentally ill. The course includes communication skills and de-escalation techniques for crisis intervention. The course also provides the required learning domains surrounding security officers and liability in the course of their duties.</p>
Submission Type:	<p>A Gap Analysis revealed that the 19 and Younger group demonstrated low success rates in the Public Services program. California state law requires that an individual reach their 21st birthday before they complete the Regular Basic Law Enforcement Academy and become POST (Peace Officers Standards and Training) certified. This state requirement has discouraged the 19 and Younger age group from the Public Services program. The Public Services Program, in conjunction with the Advisory Board, has identified the need to develop additional career focused short term state certifications, such as the Guard Card certification through the Bureau of Security and Investigative Services (BSIS), to provide alternative employment options for the Age 19 and Younger group. The field of Private Security only requires that the individual be 18 years of age upon completion; therefore, if a BSIS certification was approved the 19 and Younger age group would have an infield employment path to pursue prior to their 21st birthday.</p>
Author:	No value

Faculty Minimum Qualifications

Master Discipline Preferred:	No value
Alternate Master Discipline Preferred:	No value
Bachelors or Associates Discipline Preferred:	No value
Additional Bachelors or Associates Discipline Preferred:	No value

Course Development Options

Basic Skills Status (CB08)

Course is not a basic skills course.

Allow Students to Gain Credit by Exam/Challenge

Rationale For Credit By Exam/Challenge

No value

Course Support Course Status (CB26)

No value

Course Special Class Status (CB13)

Course is not a special class.

Allowed Number of Retakes

0

Retake Policy Description

Type: Legally Mandated Training Limit:
Unlimited

Grade Options

- Letter Grade Methods

Course Prior To College Level (CB21)

No value

Allow Students To Audit Course

Associated Programs

Course is part of a program (CB24)

Associated Program

No value

Award Type

No value

Active

Transferability & Gen. Ed. Options

Course General Education Status (CB25)

No value

Transferability

Not transferable

Transferability Status

Not transferable

Units and Hours

Summary

Minimum Credit Units (CB07) 0

Maximum Credit Units (CB06) 0

Total Course In-Class (Contact) Hours 0

Total Course Out-of-Class Hours 0

Total Student Learning Hours 0

Faculty Load 0

Credit / Non-Credit Options

Course Credit Status (CB04)

Credit - Degree Applicable

Course Non Credit Category (CB22)

Credit Course.

Non-Credit Characteristic

No Value

Course Classification Status (CB11)

Credit Course.

Funding Agency Category (CB23)

No value

Cooperative Work Experience Education Status (CB10)

Variable Credit Course

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	0	0
Laboratory Hours	0	0
Activity Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	54
Course In-Class (Contact) Hours	
Lecture	0
Laboratory	0
Activity	0
Total	0
Course Out-of-Class Hours	
Lecture	0
Laboratory	0
Activity	0
Total	0

Time Commitment Notes for Students

No value

Faculty Load

Extra Duties: 0

Faculty Load: 0

Units and Hours - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

Units and Hours: Non-Standard

Summary

Minimum Credit Units (CB07)	0.5
Maximum Credit Units (CB06)	3
Total Course In-Class (Contact) Hours	9
Total Course Out-of-Class Hours	18
Total Student Learning Hours	27
Faculty Load	0

Detail

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	9	0
Laboratory Hours	0	0
Activity Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	54
Course In-Class (Contact) Hours	
Lecture	9
Laboratory	0
Activity	0
Total	9
Course Out-of-Class Hours	
Lecture	18
Laboratory	0
Activity	0
Total	18

Time Commitment Notes for Students

No Value

Faculty Load

Extra Duties: 0

Faculty Load: 0

Units and Hours: Non-Standard - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
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No Value

No Value

No Value

No Value

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Prerequisite

ADMJ C050 - Powers to Arrest & Weapons of Mass Destruction

Entrance Skills

Entrance Skills

Description

No value

No value

Limitations on Enrollment

Limitations on Enrollment

Description

Limitation on Enrollment (e.g. Performance tryout or audition) Student must have reached their 18th birthday prior to completion of the course. Required by Statute

Limitation on Enrollment (e.g. Performance tryout or audition) Student must have reached their 18th birthday prior to completion of the course. Required by Statute

Specifications

Methods of Instruction

Methods of Instruction

Discussion

Rationale

No value

Methods of Instruction

Lecture

Rationale

No value

Methods of Instruction

Problem Solving

Rationale

No value

Assignments

Write a research paper discussing the difference between criminal, civil, and administrative law. Paper should be 3-5 pages in length not including the title, abstract, or reference page. Paper should follow APA format and be free of grammatical and spelling errors. Superior papers will be sufficiently developed and correctly cited with few or no spelling and grammatical errors.

Methods of Evaluation

Research Paper

Rationale

The students will be evaluated on their research papers using a rubric.

Equipment

No Value

Textbooks

Author

Title

Publisher

Date

ISBN

No Value

No Value

No Value

No Value

No Value

Other Instructional Materials

No Value

Materials Fee

No value

Learning Outcomes and Objectives

Course Objectives

No value

CSLOs

Demonstrate the proper de-escalation techniques using the appropriate verbal judo skills for the given situation.

Expected SLO Performance: 70.0

Distinguish between mental illness and substance abuse using the provided symptoms and fact patterns.

Expected SLO Performance: 70.0

Differentiate between criminal, civil, and administrative law.

Expected SLO Performance: 70.0

Define the legal liability, both civil and criminal, for the individual security guard, the contractor, and the employer.

Expected SLO Performance: 70.0

Outline

Course Outline

- I. Recognizing Gender & Racial Harassment & Discrimination
 - A. Defining discrimination
 - B. Racial profiling
- II. Respect:
 - A. Stereotyping
 - B. Attitude
- III. Verbal Skills / Crisis Intervention
 - A. Verbal Judo
 - B. Active listening
 - C. Importance of verbal and non-verbal communication
- IV. Introduction to Diversity
 - A. Cultural awareness
 - B. Respectful communication and questioning
- V. Substance Abuse & Mental Illness
 - A. Signs and Symptoms of Substance Use
 - 1. Opiates
 - 2. Depressants
 - 3. Stimulants
 - 4. Psychotropic substances
 - B. Signs and Symptoms of Mental Illness
 - 1. Learning disabilities
 - 2. Social disabilities
 - 3. Schizophrenia and other cognitive perception disorders
 - 4. Mood disorders
 - 5. Anxiety disorders
- VI. Ethics & Professionalism
 - A. Appearance
 - B. Command presence
 - C. Proper conduct
- VII. Legal Liability
 - A. Personal / Contractor / Employer
 - B. Criminal, Civil, Administrative
 - C. Bureau of Security and Investigative Services Code & Regulations
- VIII. Role of a Security Guard
 - A. Adhering to the contract and/or mandate