



MASTER COURSE OUTLINE

A. CRJU 2110 Peace Officer Report Writing

B. COURSE DESCRIPTION:

This course introduces students to the writing of clear, factual peace officer reports. Well-written reports are emphasized and relevant to investigating and prosecuting criminal cases. Students are required to take thorough field notes and transfer information to the appropriate paperwork. Successful completion of this course prepares students for the Minnesota P.O.S.T. licensing exam. This course includes criteria required by the Minnesota Board of Peace Officer Standards and Training, and Learning Objectives for Professional Peace Officer Education. Prerequisites: ENGL 1101 or instructor approval.
(2 Cr – 2 lect, 0 lab)

C. **Core Theme: Critical Thinking

D. RIVERLAND INSTITUTIONAL LEARNING OUTCOMES:

This course addresses the following Riverland Institutional Learning Outcome(s):

- ILO 1: critical thinking (*Core Theme Goal 2*)
- ILO 2: awareness of the larger global community (*Core Theme Goal 7 or 8*)
- ILO 3: ethical, engaged citizenship (*Core Theme Goal 9 or Goal 10*)
- ILO 4: communication and collaboration (*Discipline Goal 1 and by any learning outcome(s) involving communication or collaboration*)

E. MAJOR CONTENT AREAS:

- Characteristics of a peace officer report
- Types and uses of peace officer reports
- Elements of effective peace officer-reports
- Steps in peace officer report writing
- How to interview subjects

F. GOAL TYPE, OBJECTIVES AND OUTCOMES:

<u>GOAL TYPE</u>	<u>OBJECTIVES</u> Students will be able to	<u>OUTCOMES</u> The student will successfully
<u>**Critical Thinking</u>	gather factual information and apply it to a given problem in a manner that is relevant, clear, comprehensive, and conscious of possible bias in the information selected.	<ol style="list-style-type: none"> 1. collect information from a range of individuals. 2. write clear, concise peace officer reports through the use of scenarios and simulations.
<u>CS</u>	recognize reports free of opinions and inferences.	<ol style="list-style-type: none"> 1. write reports that contain only factual information.
<u>CS</u>	collect information from a variety of situations and develop a peace officer report.	<ol style="list-style-type: none"> 1. complete a variety of reports utilizing several forms pertinent to peace officer reports.

G. SPECIAL INFORMATION:

This course may require use of the Internet, the submission of electronically prepared documents and the use of a course management software program. Students who have a disability and need accommodations should contact Accessibility Services at the beginning of the semester. This information will be made available in alternative format, such as Braille, large print, or current media, upon request.

Criminal background checks (at the student's expense) are a requirement for enrollment in this class and must be conducted at the beginning of the semester. *Minnesota Rules*, Chapter 6700.0300, subp. 5(D) requires all students be advised in writing of minimum selections standards that must be met to become a licensed peace officer in Minnesota. Students are advised of these standards in order to make informed decisions about participation in the professional peace officer education program. *Minnesota Rules* 6700.0700 defines the Minimum Selections Standards for Peace Office Licensure. Please consult the Program Coordinator or the rules cited above for further information.

H. COURSE CODING INFORMATION:

Course Code P/Class Maximum 16; Letter Grade

Revision date: 01/29/16; 11/29/17; 03/14/23

AASC Approval date: 12/12/17; 04/18/23

*Riverland Community College Disciplines	MnTC Goal Number
Communication (CM)	1
Natural Sciences (NS)	3
Mathematics/Logical Reasoning (MA)	4
History and the Social & Behavioral Sciences (SS)	5
Humanities and Fine Arts (HU)	6

**Riverland Community College Core Themes	MnTC Goal Number
Critical Thinking (CT)	2
Human Diversity (HD)	7
Global Perspective (GP)	8
Ethical and Civic Responsibility (EC)	9
People and the Environment (PE)	10

* These five MnTC Goals have been identified as Riverland Community College Disciplines.

** These five MnTC Goals have been identified as Riverland Community College Core Themes.

NOTE: The Minnesota Transfer Curriculum “10 Goal Areas of Emphasis” are reflected in the five required discipline areas and five core themes noted in the Riverland Community College program of study guide and/or college catalog.