



Course Syllabus
SEMESTER
School of Business, Hospitality Management, and Public Safety

<i>Course Name:</i>	Basis Academy 2
<i>Course & Section Number:</i>	CJS 172-XXX
<i>Meeting Day(s) & Time(s):</i>	
<i>Credits:</i>	9.5
<i>Contact Hours:</i>	
<i>Text:</i>	
<i>Instructor's Name:*</i>	
<i>Office Hours & Location:</i>	
<i>OCC Phone:</i>	
<i>OCC Email:**</i>	
<i>Additional Contact Information:</i>	

***Please use your Owens email to contact me.**

Catalog description:

Courses in this module are designed to study the historical development and philosophy of the law. Particular attention is directed to the Ohio Criminal Code, Constitutional law and criminal procedures. In addition the fundamentals of investigative case preparation, interviews and interrogation specific case investigative students will comply with all student performance objectives as required by the Ohio Peace Officers Training Commission curriculum. This course is equivalent to CJS 121, CJS 123 and CJS 212. Portions of other CJS courses are included.

Prerequisite/Corequisites:

NONE

Course Materials:

Pocket Guide to Ohio Criminal Laws (2025 Edition) | ISBN13: 8780000194320

Pocket Guide to Ohio Traffic Laws (2025 Edition) | ISBN13: 8780000193583

Optional: Handbook of Ohio Criminal and Traffic Laws (2025 Edition)

****Please speak with the Commander before purchasing books.***

*If a **print book, e-book, or access code** is required for class, you can access the Owens Community College e-Campus Bookstore by accessing the online link, called “Find Books” on the course schedule for each course section. See the example below.*

OER and Owens Community College Library Resources (Open Educational Resources are free online materials for instructor and student use. Some OER material may be available in print in the Owens Community College Library.)

Inclusive Access (I.A.) Materials are included in the cost of the course to save students money through lower negotiated rates with publishers. Courses containing I.A. materials will have it noted on the online class schedule. If your course includes I.A. digital materials, you will receive an email with subject line, “Your inclusive Access Materials,” and it will include any codes or digital links.

The email will come to your Owens Community College email from the Owens e-Campus Bookstore on the first day of class, if not before. Be sure to check your spam (junk email) if you do not find it in your inbox. If the email is not in your inbox or spam folder, contact your instructor immediately. You may also see a folder at the top of your course labelled “Course Materials by eCampus.” This folder will contain any needed codes or links to needed materials.

If the I.A. materials also include a printed book or are in print form, the item will be shipped to your address of record automatically based on your enrollment in the course. Please note that some courses do not include printed materials in I.A. and those materials would need to be purchased separately using the link on the course schedule. When you access the Find Books link you will see which items in a course are included in I.A.

What You Will Learn in the Course

Course Objectives:

1. Examine the purpose and functions of state and federal court systems.
2. The basic elements of report writing.
3. Examine the Ohio Revised Code and how it applies to investigative procedures.
4. Provide the basics of Constitutional Law and Evidence, how it applies to investigative procedures.
5. Examine the rules of evidence and procedures for processing crime scenes.
6. Provide the elements of basic investigative procedures.

Student Learning Outcomes:

Students will:

Outcome	Where Assessed
1. The student will demonstrate an understanding of the complex role of the peace officer in the United States.	Written assignments, exams and classroom discussions/topic training.
2. The student will demonstrate an understanding of the philosophy and principles of the American Justice System and how Constitutional law applies to law enforcement.	Written assignments, exams and classroom discussions/topic training.
3. The student will demonstrate an understanding regarding report writing procedures.	Written assignments, exams and classroom discussions/topic training.
4. The student will demonstrate an understanding of legal terms pertaining to the Ohio Revised Code.	Written assignments, exams and classroom discussions/topic training.
5. The student will demonstrate an understanding of the elements of selected crimes defined in the Ohio Revised Code.	Written assignments, exams and classroom discussions/topic training.
6. The student will demonstrate an understanding of how to properly process a crime scene.	Written assignments, exams and classroom discussions/topic training.
7. The student will demonstrate an understanding of the basic procedure for conducting an investigation from start to finish.	Written assignments, exams and classroom discussions/topic training.
8. The student will demonstrate an understanding of how to conduct a successful interview or interrogation.	Written assignments, exams and classroom discussions/topic training.
9. The student will prepare an affidavit in support of an arrest or search warrant.	Written assignments, exams and classroom discussions/topic training.
10. The student will demonstrate an understanding of how to write an investigative report.	Written assignments, exams and classroom discussions/topic training.

Institutional General Education Competencies:

As a student at Owens Community College, you will take General Education courses as part of your degree program. While specific to the General Education courses, will be reinforced in many of your degree program major courses and may be measured in your capstone course(s) and others as identified.

Competency	Where Assessed
Communicate effectively.	Written assignments, exams and classroom discussions/topic training.
Act with professional responsibility.	Written assignments, exams and classroom discussions/topic training.
Demonstrate sensitivity to others' beliefs and values.	Written assignments, exams and classroom discussions/topic training.
Think analytically, critically, and creatively.	Written assignments, exams and classroom discussions/topic training.

Academic Support

Disability Services Resource Center: If you have a disability or acquire one, you may be entitled to receive reasonable accommodations intended to assure you an equal opportunity to participate in and benefit from the program. To receive more information or to register for accommodations, please contact the Disability Resource Center at 567-661-7007, email disability@owens.edu, visit <https://www.owens.edu/disability/>, or stop by College Hall 124.

Tutoring Services: Owens Community College offers academic tutoring and assistance in a variety of subjects including: accounting, computing, economics, mathematics, science, and writing. For more information go to: <https://www.owens.edu/successcenters/>.

Counseling Services: Counseling Services provides assistance to students experiencing personal, educational, interpersonal/relationship, family, social, or psychological difficulties. If you feel you may benefit from this service, please contact them at counselingservices@owens.edu. More information is at <https://www.owens.edu/counseling/>.

Campus and Community Connections: The Center for Campus and Community Connections (College Hall 123) is a walk-in office created to provide retention support through resource stability initiatives and community connections. Go here for more information: <https://www.owens.edu/connection/> or contact connections@owens.edu

Owens Library: The Owens Library offers two locations (Toledo and Findlay) as well as online resources. For more information visit <https://www.owens.edu/library/>.

Students can find more information on campus resources, student support, student life, and security at this [link](#).

General Information

Student Code of Conduct: All students are expected to follow Owens Community College's [Student Code of Conduct](#), which includes academic honesty, encompassing plagiarism. See the [Board Policy](#) for more information.

Anti-Discrimination and Harassment & Title IX/Sexual Misconduct: All students, faculty, and staff are expected to follow Owens Community College's [Anti-Discrimination and Harassment Policy](#) and the College's [Title IX Policy](#)/Sexual Misconduct Procedures and Guidelines. The College strictly prohibits and will not tolerate harassment, discrimination, intimidation, or hostile/offensive working or learning environments.

Religious Accommodations: A student seeking an accommodation for an absence permitted under Ohio's Testing Your Faith Act must provide the instructor with a written email notice with the specific dates for an absence, and must do so not later than fourteen (14) days after the first day of instruction. Alternative accommodations are not retroactive, and no academic penalty will be imposed for an absence under the policy*. The request for an alternative accommodation will be kept confidential. Students with questions about a religious accommodation under Ohio's Testing your Faith Act may contact the College's Office of Academic Affairs: provost@owens.edu

The policy may be found on the Owens website: [3358:11-2-63 Accommodation](#) for a Student Absence for the Observance of Religious Beliefs and Practices Policy

Document Collection: Throughout the semester, your instructors may ask for a variety of assignments including tests and/or quizzes for student learning of institutional general education competencies or program assessment. Please save all your class materials until the end of the semester.

Classroom Admittance: OCC classes shall only be attended by the officially registered OCC students or perspective students, instructor of record, guest lecturer, or substitute. Visitors are not permitted to be in the classroom and should not be invited to attend or participate in the class. See [FERPA](#) regulations for more information.

Use of AI Tools: This course requires you to complete various assignments that assess your understanding and application of the course content. You are expected to do your own work and cite any sources you use properly. You are not allowed to use any artificial intelligence (AI) tools, such as chatbots, text generators, paraphrasers, summarizers, or solvers, to complete any part of your assignments. Any attempt to use these tools will be considered academic misconduct and will be dealt with according to the Owens Community College academic integrity policy. Students are expected to complete all work independently and without the assistance of AI-generated content. If you have any questions about what constitutes acceptable use of AI tools, please consult with the instructor *before* submitting your work.

How Grades and Determined and Major Assignments

Grading Procedure:

The student will be evaluated in the following manner:

Standard grading system A through F

- | | |
|----------------------------|-----|
| 1. Classroom participation | 25% |
| 2. Practical application | 50% |
| 3. Written tests | 25% |

Tentative Class Assignments:

Week	Topic
1	Orientation OPOTA Unit 1
2	Firearms safety, firearms terminology, bullet design, related equipment, OPOTA Unit 4
3	Firearms, OPOTA Unit 4
4	Firearms, OPOTA Unit 4
5	Firearms, OPOTA Unit 4
6	Firearms, OPOTA Unit 4 Test, Legal OPOTA Unit 2
7	Legal, OPOTA Unit 2
8	Legal, OPOTA Unit 2
9	Legal, OPOTA Unit 2 Test, Investigations, OPOTA Unit 11
10	Investigations, OPOTA Unit 11
11	Investigations, OPOTA Unit 11
12	Investigations, OPOTA Unit 11, TEST, First Aid & CPR, OPOTA Unit 7, TEST
13	Homeland Security, OPOTA Unit13 Civil Disorders, OPOTA Unit 9
14	Civil Disorders, OPOTA Unit 9, OPOTA Unit Test 9&13 Human Relations, OPOTA Unit 3
15	Human Relations, OPOTA Unit 3
16	Human Relations, OPOTA Unit 3
17	Human Relations, OPOTA Unit 3
18	Human Relations, OPOTA Unit 3, OPOTA Unit Test 3

Disclaimer: The instructor reserves the right to amend this syllabus as deemed necessary and will communicate such amendment to the students in the course. Please note that while unlikely, there is a possibility courses might need to change the delivery method due to external issues like public health concerns, weather issues, etc. If this happens, the college will communicate any changes via email and/or other communication methods.