

**COMP 115 (0733) Spreadsheets (Microsoft Excel)**

Prerequisite: None

Credit Hours: 3

This course is a comprehensive hands-on course that provides users with fundamentals, both conceptual and applied, they need to use spreadsheet software. Students learn basic and advanced features of spreadsheet use and develop the tools needed to apply this technology to business application.

**COMP 120 (0717) Computer Information Systems**

Prerequisite: None

Credit Hours: 3

An introduction to the use of computer-based information systems and communications technology in a business environment. Includes an introduction to information technology terminology, hardware, software, and data communications as well as a survey of programming languages and emerging computer technologies.

## Criminal Justice

**CRIM 101 (5551) Introduction to Administration of Justice      KRSN CRJ1010\*\***

Prerequisite: None

Credit Hours: 3

A study of the overall system of criminal justice from its early historical development to its evolution within the United States; identification of various subsystems and components – law enforcement courts, corrections, and private agencies; their role expectations and interrelationships; basic premises and crime, punishment, and rehabilitation; education and training elements; and ethics for professionalism within the system.

**CRIM 111 (5567) Patrol Procedure**

Prerequisite: None

Credit Hours: 3

The fundamentals of proper patrol procedures and techniques, with particular emphasis on safety, public relations, crime prevention, and the handling of routine complaints. Identifying and the handling of police problems that are most frequently encountered.

**CRIM 112 Ethics in Criminal Justice**

Prerequisite: None

Credit Hours: 3

This course is an examination of the ethical considerations facing the criminal justice practitioners. Some topics to be discussed include moral behavior, maintaining moral and ethical behavior under the powers of law enforcement authority, ethics and law enforcement, ethics and the courts, punishment for ethical violations, policy and management issues, professionalism, pride and ethics for practitioners. By the end of the course, students will have a better understanding of ethical and moral issues within the criminal justice system.

**CRIM 118 Drugs in Society**

Prerequisite: None

Credit Hours: 3

Why do people take drugs? What is the impact of drugs and addiction to society? How does society attempt to control drug use and distribution? What are the relationships between drugs and crime? Exploring questions such as these will be the central focus on this class. We will look at the nature of the drug crisis. We will first look at statistical evidence of drug use, how we measure this, and the question of “Why do people get high?” We will also look deep into the history of drugs, prohibition, and current trends. Once we have covered these critical areas, we will look into the distribution and illicit drug trades, both domestic and foreign. We’ll continue on and discuss other topics such as gangs, organized crime, and crime related offenses. The class will be wrapped up discussing debates such as legalizing drugs, understanding drug policies, and treatment methods for drug users. Throughout the semester, you will be asked to think critically about the material presented in class and evaluate it. To enhance critical thinking skills, you will have numerous opportunities to discuss topics in class.

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\*Refer to the Placement Testing Procedure 3.22, page 22 \*\*Refer to Course Transfer, page 17

**CRIM 119 (5550) Interview and Report Writing**

Prerequisite: Placement in English Composition I

Credit Hours: 3

An examination of report writing as a process, with emphasis on the chronological sequence of events, form, and written expression to present a clear, concise, and accurate account of the incident, development of the field notebook in investigations, recording details of the search, recovery of evidence, conducting interviews and interrogations, and recording relevant facts and details for the purpose of reference, accountability, and presentation in court.

**CRIM 131 (5553) Community Policing**

Prerequisite: None

Credit Hours: 3

Examines the philosophical concept of community policing, as it involves collaboration among police agencies, the public, other governmental agencies and organizations. It explores the historical evolution of community policing, rationale for existence, implementation strategies, pilot projects, focus of responsibility, ideas to be implemented, and ways to evaluate success of community policing concepts.

**CRIM 135 (5565) Criminal Procedures**

Prerequisite: None

Credit Hours: 3

Provides a background of operational procedures in Kansas law. Sets forth those procedures necessary for the understanding of legal proceedings pertaining to laws of arrest, search, and seizure and the admissibility of evidence. Introduces basic courts system procedures and the jurisdiction of the courts.

**CRIM 137 (5557) Criminal Law           KSRN CRJ2010\*\***

Prerequisite: CRIM 101 (5551) Introduction to Administration of Justice

Credit Hours: 3

Reviews the Kansas Criminal Codes and defines the various statutory offenses, with special emphasis upon the Bill of Rights and laws of arrest. Also examines the recent trends in Supreme Court decisions, the rights of individuals in a free society, and limitations on the police by the Constitution.

**CRIM 138 (5563) Juveniles in the Criminal Justice System**

Prerequisite: None

Credit Hours: 3

A study of Kansas laws pertaining to juveniles. Reviews the historical reasons for the establishment of juvenile courts in the U.S., examines the juvenile justice process, and introduces the functions of the various components of the system, sociological concepts, theory of the adolescent subculture, and delinquency prevention aspects.

**CRIM 204 Police Supervision and Management**

Prerequisite: None

Credit Hours: 3

A study of the overall system of administration and management in criminal justice from evolving strategies, human behaviors, and organizational behavior. The course will look into areas of motivation, attitude, values, etc. to provide the student with the knowledge in managing organizations and people. The student will be exposed to leadership styles, communication methods and decision processes.