

ITT Technical Institute

CJ2650

Security Operations and Management

Onsite Course

SYLLABUS

Credit hours: 4.5

Contact/Instructional hours: 45 (45 Theory Hours)

Prerequisite(s) and/or Corequisite(s):

Prerequisites: CJ1110 Introduction to Criminal Justice or equivalent

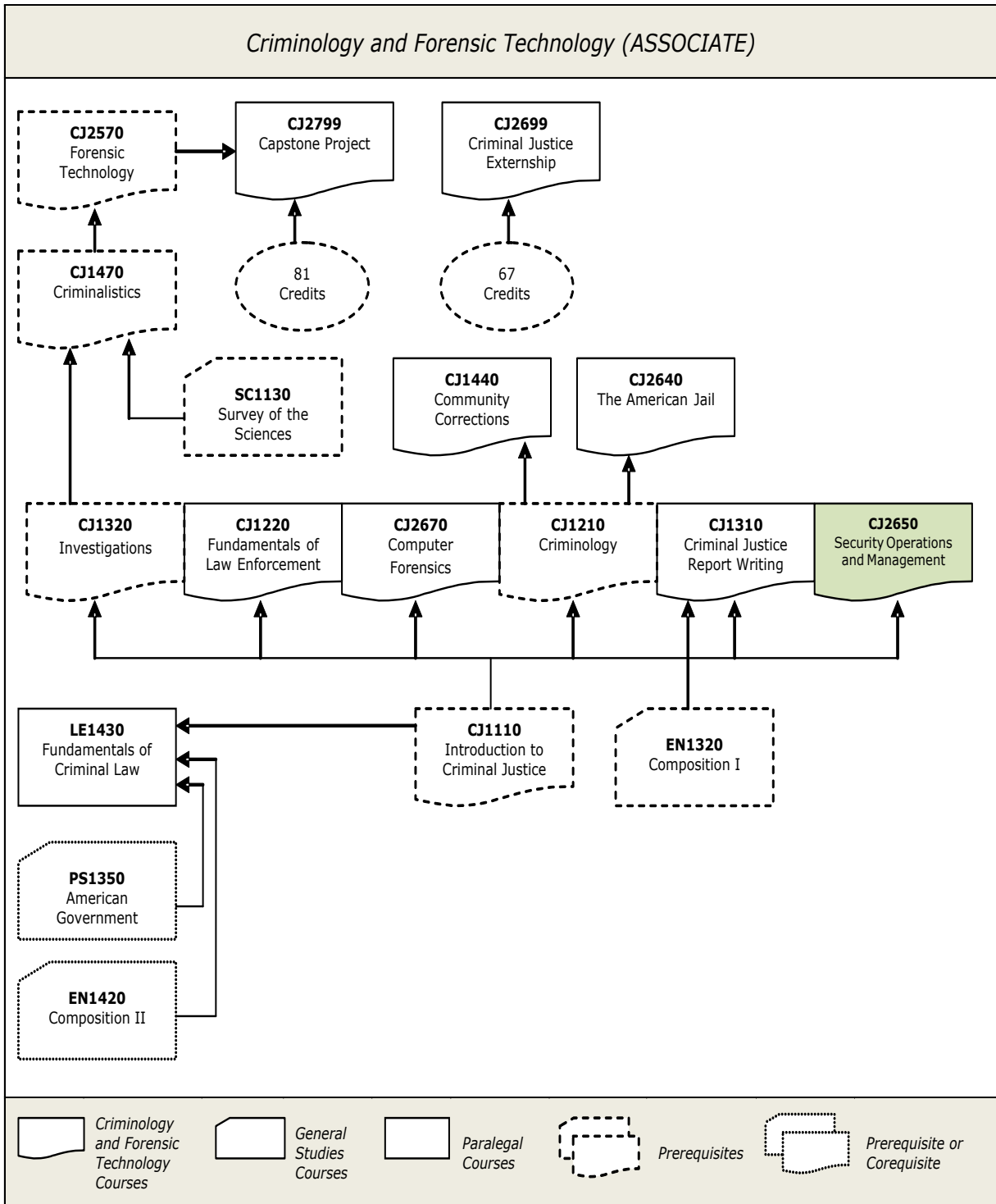
Course Description:

This course introduces fundamentals of planning, resource allocation, risk management and implementation of a prepared plan in providing security and in times of crisis.

Where Does This Course Belong?

This course is offered in the sixth quarter of the Criminology and Forensic Technology associate's degree program in the School of Criminal Justice. The Criminology Forensic Technology degree from ITT Technical Institute helps to prepare students for meaningful careers as a private investigator, detention officer, corrections officer, crime scene technician, crime scene investigator, loss prevention specialist, and other areas of the criminal justice system primarily in five main areas: (1) Law Enforcement, (2) Adjudication, (3) Corrections, (4) Forensics, and (5) Security. Depending on each agency and organization's special requirements and selection process, careers in criminal justice may be pursued at four levels: local, state, federal, and private.

The diagram on the next page demonstrates how this course fits in the program.



Course Summary

Major Instructional Areas

1. History and overview of security's role in society
2. History and overview of Homeland Security and Incident Command System (ICS)
3. Risk assessment and security surveys
4. Making a security plan for physical assets
5. Making a security plan for human assets
6. Institutional security
7. Security concerns after disaster including being a first responder
8. Emergency procedures
9. Homeland Security, securing national borders, and terrorism

Course Objectives

1. Explain the role of security in society.
2. Compare different threats to safety.
3. Describe the legal environment that impacts private security.
4. Explain physical security.
5. Discuss human protection systems.
6. Differentiate between leadership styles for a private security force.
7. Describe risk assessments and security surveys.
8. Create a portfolio item dealing with a Strengths, Weaknesses, Opportunities, and Threats (S.W.O.T.) analysis relating to the implementation guide and a business plan.
9. Explain the purpose of investigations and intelligence in security operations.
10. Contrast the various types of security.
11. Discuss the future trends in security operations and management.
12. Explain Homeland Security.
13. Explain Incident Command System (ICS) and how it applies to security operations.
14. Identify the major components of emergency preparedness.

Learning Materials and References

Required Resources

Textbook Package	New to this Course	Carried over from Previous Course(s)	Required for Subsequent Course(s)
Ortmeier, P.J. (2009). <i>Introduction to security</i> (3 rd ed.). Upper Saddle River, NJ: Pearson Prentice Hall.	■		

Recommended Resources

ITT Tech Virtual Library (accessed via Student Portal) <https://studentportal.itt-tech.edu>

- School of Criminal Justice> Databases
 - Books24x7
 - Garcia, M. L. (2009). *Design and evaluation of physical protection systems*. Burlington, MA: Butterworth-Heinemann.
 - Koletar, Joseph W. (2011). *Rethinking risk: How companies sabotage themselves and what they must do differently*. New York: American Management Association.
 - Ebrary
 - Committee on Methodological Improvements to the Department of Homeland Security's Biological Agent Risk Analysis. *Department of Homeland Security Bioterrorism Risk Assessment: A Call for Change*. Washington, DC: National Academies Press , 2008.

Professional Associations

- American Society of Industrial Security (ASIS): <http://www.asisonline.org/>
- International Association of Chiefs of Police: <http://theiacp.org/>
- National Crime Prevention Council: <http://www.ncpc.org/>
- International Association of Campus Law Enforcement Administrators: <http://www.iaclea.org/>
- American Society of Criminology: <http://www.asc41.com/>
- Academy of Criminal Justice Sciences: <http://www.acjs.org/>

NOTE: All links are subject to change without prior notice.

Information Search

Use the following keywords to search for additional online resources that may be used for supporting your work on the course assignments:

- Security
- Human protection systems
- Homeland Security
- Incident Command System (ICS)
- Emergency preparedness
- Crime prevention through environmental design

Course Plan

Suggested Learning Approach

In this course, you will be studying individually and within a group of your peers. As you work on the course deliverables, you are encouraged to share ideas with your peers and instructor, work collaboratively on projects and team assignments, raise critical questions, and provide constructive feedback.

Use the following advice to receive maximum learning benefits from your participation in this course:

DO	DON'T
<ul style="list-style-type: none">▪ Do take a proactive learning approach.▪ Do share your thoughts on critical issues and potential problem solutions.▪ Do plan your course work in advance.▪ Do explore a variety of learning resources in addition to the textbook.▪ Do offer relevant examples from your experience.▪ Do make an effort to understand different points of view.▪ Do connect concepts explored in this course to real-life professional situations and your own experiences.	<ul style="list-style-type: none">▪ Don't assume there is only one correct answer to a question.▪ Don't be afraid to share your perspective on the issues analyzed in the course.▪ Don't be negative about the points of view that are different from yours.▪ Don't underestimate the impact of collaboration on your learning.▪ Don't limit your course experience to reading the textbook.▪ Don't postpone your work on the course deliverables – work on small assignment components every day.

Course Outline

Unit 1: HISTORY AND SECURITY			Out-of-class work: 4.1 hours
Upon completion of this unit, students are expected to:			
<ul style="list-style-type: none"> Describe the foundation of security and how it has evolved in society. Describe the various threats to security in contemporary society. 			
READING ASSIGNMENT	GRADED ACTIVITIES / DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> Ortmeier, Chapters 1 and 2 	Assignment	Unit 1 Assignment 1: In-Class Presentation – Biography	1.25%
		Unit 1 Assignment 2: Research Homework (Ungraded)	N/A

Unit 2: LEGAL ASPECTS OF SECURITY			Out-of-class work: 12.2 hours
Upon completion of this unit, students are expected to:			
<ul style="list-style-type: none"> Summarize the complex nature of the legal environment of security in the United States. Analyze the legal regulations that affect private security. Demonstrate the implications of criminal and civil legal actions in the contemporary state of security. 			
READING ASSIGNMENT	GRADED ACTIVITIES / DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> Ortmeier, Chapter 3 	Assignment	Unit 2 Assignment 1: Judicial System	1.25%
		Unit 2 Assignment 2: Powers of Arrest –Public Person v. Law Enforcement	1.25%
	Quiz	Unit 2 Quiz 1	2%
	Project	Unit 2 Project Part 1 (Assigned)	N/A

Unit 3: PHYSICAL AND HUMAN ASPECTS OF SECURITY			Out-of-class work: 8.8 hours
Upon completion of this unit, students are expected to:			
<ul style="list-style-type: none"> Describe the different physical security needs in contemporary society. Explain how planning helps prevent and deter problems from occurring. 			
READING ASSIGNMENT	GRADED ACTIVITIES / DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> Ortmeier, Chapter 4 	Assignment	Unit 3 Assignment 1: Crime Prevention Through Environmental Design	1.25%
		Unit 3 Assignment 2: Hard Targets v. Soft Targets	1.25%
	Quiz	Unit 3 Quiz 2	2%

Unit 4: LEADERSHIP			
Upon completion of this unit, students are expected to: <ul style="list-style-type: none"> Summarize the different leadership styles that can be applied to a private security force. 			Out-of-class work: 12.1 hours
READING ASSIGNMENT	GRADED ACTIVITIES / DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> Ortmeier, Chapter 5 	Assignment	Unit 4 Assignment 1: Servant Leadership	1.25%
		Unit 4 Assignment 2: Transformational Leadership	1.25%
		Unit 4 Assignment 3: Personal Leadership Statement/Philosophy	1.25%
	Quiz	Unit 4 Quiz 3	2%

Unit 5: RISK ASSESSMENT AND IMPLEMENTATION			
Upon completion of this unit, students are expected to: <ul style="list-style-type: none"> Analyze risk assessments and how they are used in contemporary security. Explain the purpose of risk assessments. 			Out-of-class work: 9.5 hours
READING ASSIGNMENT	GRADED ACTIVITIES/DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> Ortmeier, Chapters 6 and 7 	Assignment	Unit 5 Assignment 1: ITT Tech Campus Assessment—Security/Safety	1.25%
		Unit 5 Assignment 2: Prepare a Business Continuity Plan for Security at ITT Technical Institute (Specific Campus)	2.50%
	Quiz	Unit 5 Quiz 4	3%
	Project	Unit 5 Project Part 2 (Assigned)	N/A%

Unit 6: SECURITY INVESTIGATIONS			
Upon completion of this unit, students are expected to: <ul style="list-style-type: none"> Describe the purpose of investigations and intelligence in security operations. Discuss the common investigative techniques, including when to appropriately utilize those techniques. 			Out-of-class work: 6.3 hours
READING ASSIGNMENT	GRADED ACTIVITIES/DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> Ortmeier, Chapter 9 	Assignment	Unit 6 Assignment 1: Human Resources Investigations	1.25%
		Unit 6 Assignment 2: Criminal Investigations	1.25%
		Unit 6 Assignment 3: Civil Investigations	1.25%
	Quiz	Unit 6 Quiz 5	3%

Unit 7: TYPES OF SECURITY			Out-of-class work: 4.5 hours
Upon completion of this unit, students are expected to:			
<ul style="list-style-type: none"> Describe the recent trends in security dealing with executive protection, institutional security, and retail loss prevention. Describe the recent trends dealing with disaster recovery. Explain safety/security professionals' roles in the disaster recovery process. 			
READING ASSIGNMENT	GRADED ACTIVITIES/DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> Ortmeier, Chapters 10 and 11 	Assignment	Unit 7 Assignment 1: Security Career with Presentation	1.25%
		Unit 7 Assignment 2: Loss Prevention	2.50%
	Quiz	Unit 7 Quiz 6	3%

Unit 8: THE FUTURE			Out-of-class work: 8.6 hours
Upon completion of this unit, students are expected to:			
<ul style="list-style-type: none"> Describe future challenges to security and safety operations. Summarize an understanding of a global society and impacts on security/safety. 			
READING ASSIGNMENT	GRADED ACTIVITIES / DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> Ortmeier, Chapter 14 	Assignment	Unit 8 Assignment 1: Globalization of Security – Impacts/Effects	1.25%
	Quiz	Unit 8 Quiz 7	3%

Unit 9: HOMELAND SECURITY			Out-of-class work: 9.3 hours
Upon completion of this unit, students are expected to:			
<ul style="list-style-type: none"> Explain the unique challenges of homeland security in the United States. Explain how public and private partnerships effectively deal with homeland security. 			
READING ASSIGNMENT	GRADED ACTIVITIES / DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> Ortmeier, Chapter 12 	Assignment	Unit 9 Assignment 1: DHS Discussion – Roles/Purpose	1.25%
	Quiz	Unit 9 Quiz 8	3%
	Research Paper	Unit 9 Research Paper: Security Developments Since 9/11	25%
	Project	Unit 9 Project Part 3 (Assigned)	N/A%

Unit 10: EMERGENCY MANAGEMENT			Out-of-class
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<ul style="list-style-type: none"> Explain the Incident Command System (ICS) and how it applies to security operations. Identify the major components of emergency preparedness. 			work: 9.2 hours
READING ASSIGNMENT	GRADED ACTIVITIES / DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
<ul style="list-style-type: none"> FEMA Incident Command System Training document: http://training.fema.gov/EMIWeb/IS/ICSResource/assets/reviewMaterials.pdf 	Project	Unit 10 Project Part 4 (PORTFOLIO) (Assigned)	N/A%
	Project	Unit 10 Project Part 1 (Due)	5%
	Project	Unit 10 Project Part 2 (Due)	5%
	Project	Unit 10 Project Part 3 (Due)	5%
	Assignment	Unit 10 Assignment 1: Hurricane Katrina	1.25%
	Quiz	Unit 10 Quiz 9	4%

Unit 11: PROJECT PRESENTATIONS			Out-of-class work: 5.6 hours
READING ASSIGNMENT	GRADED ACTIVITIES / DELIVERABLES		
	Grading Category	Activity/Deliverable Title	Grade Allocation (% of all graded work)
None	Project	Unit 11 Project Part 4 (PORTFOLIO)	5%
	Project	Unit 11 Project Part 5: Presentation	5%

Note: Your instructor may add a few learning activities that will change the grade allocation for each assignment in a category. The overall category percentages will not change.

Evaluation and Grading

Evaluation Criteria

The graded assignments will be evaluated using the following weighted categories:

Category	Weight
Assignment	25%
Project	25%
Research Paper	25%
Quiz	25%
TOTAL	100%

Grade Conversion

The final grades will be calculated from the percentages earned in the course, as follows:

Grade	Percentage	Credit
A	90–100%	4.0
B+	85–89%	3.5
B	80–84%	3.0
C+	75–79%	2.5
C	70–74%	2.0
D+	65–69%	1.5
D	60–64%	1.0
F	<60%	0.0

Academic Integrity

All students must comply with the policies that regulate all forms of academic dishonesty, or academic misconduct, including plagiarism, self-plagiarism, fabrication, deception, cheating, and sabotage. For more information on the academic honesty policies, refer to the Student Handbook and the Course Catalog.

(End of Syllabus)