

**JFT 202 I-300 Intermediate Incident Command System****Units:** .5 **Hours:** 27 Lecture**Prerequisite:** I-200, Basic ICS or an equivalent working knowledge of ICS. Chief Officer rank or Captains who are qualified by their agency to serve as Acting Battalion Chief.**Advisory:** Eligible for English 250 and English 420.**Transferable:** No

A 27 hour class in the Incident Command System designed for Fire Officers who have a working knowledge of ICS. The class consists of five modules developed by the National Wildfire Coordinating Group to meet the needs of command officers managing complex emergency incidents. Intermediate ICS expands upon Basic ICS, but does not repeat any information. It provides more description and details of the organization and operation of the ICS, covers management of resources, describes the duties of all positions including the Air Operations organization, and provides examples of how the essential principles are used in incident event planning. This class may be repeated 3 times for credit. This is a credit/ no credit course.

**JFT 203 I-400 Advanced Incident Command System****Units:** .5 **Hours:** 22 Lecture**Prerequisite:** I-300, Intermediate ICS or an equivalent working knowledge of ICS. Chief Officer rank or Captains who are qualified by their agency to serve as Acting Battalion Chief.**Advisory:** Eligible for English 250 and English 420.**Transferable:** No

A 22 hour class in the Incident Command System designed for Chief Officers. The class consists of four modules developed by the National Wildfire Coordinating Group to meet the needs of command officers managing complex emergency incidents. Advanced ICS expands upon much of the material covered in the I-300 class, but does not repeat any information. The course emphasizes large-scale organization development; roles and relationships of the primary staff, the planning, operational, logistical and fiscal considerations related to large and complex incident and event management. It describes the application of Area Command and the importance of interagency coordination on complex incidents and events. This class may be repeated 3 times. This is a pass/no pass course.

**JFT 204 ICS-334 Strike Team Leader****Units:** .5 **Hours:** 24 Lecture**Prerequisite:** ICS-200 and ICS-300**Advisory:** Eligible for English 250 and English 420.**Transferable:** No

This 24 hours course is designed to meet the training requirements outlined in the Wildland Fire Qualification Subsystem Guide and the Position Task Book developed for the positions of Task Force Leader and Strike Team Leader. Curriculum is specific to wildland fire suppression. This is a pass/no pass course.

**JFT 206 Auto Extrication****Units:** .5 **Hours:** 4 Lecture, 12 Laboratory**Advisory:** Eligible for English 250 and English 420.**Transferable:** No

This 16 hour course provides students with hands-on experience in the procedures and systems utilized during an automobile extrication. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JFT 209 Wildland Live Fire Burn****Units:** .5 **Hours:** 16 Laboratory**Advisory:** Eligible for English 250 and English 420.**Transferable:** No

This course is designed for all fire service personnel by the State Fire Marshall's Office. This course provides a hands-on experience in fighting wildland or agricultural crop fires. Field functions are engine company oriented and include structure protection in the urban interface, mobile fire attack, fire shelter deployment, progressive hose lays and pre-mobilization/de-mobilization activities. Command functions include training under live fire setting, command team training, multi-department communications, and resource tracking utilizing the Incident Company System. This class may be repeated annually as new technology is demonstrated and utilized. This is a pass/no pass course.

**JFT 210 Trench Rescue****Units:** .5 **Hours:** 4 Lecture, 12 Laboratory**Advisory:** Eligible for English 250 and English 420.**Transferable:** No

This 16 hours course is designed to train fire service personnel in hands-on application of the techniques necessary to safely effect a rescue from an excavation or trenching cave-in. Topics include critical considerations while responding to trenching emergencies, evaluation of cave-in scenes, basic life support procedures and temporary protection for victims, specialized tool usage, shoring techniques, and below grade rescue safety procedures. This is a pass/no pass course.

**JFT 215 Fire Officer Supervisor Academy****Units:** 2 **Hours:** 40 Lecture**Prerequisite:** Employment with a Fire Department as a full time first line officer.**Advisory:** Eligible for English 250 and English 420.**Transferable:** No

This is an 80 hour management program designed to teach supervision and management skills to current first line officers in the fire service. Candidates are chosen from amongst eligible supervisors by department administrators. This is a pass/no pass course.

**JPA LAW ENFORCEMENT**

the application and registration process for JPA Law Enforcement classes are completed at the South Bay Regional Public Safety Training Consortium located on the Evergreen Valley College campus in San Jose. Classes are open to the public, however the majority of courses are intended to support public safety training demands and serve the "already employed" student.

If you have questions about courses offered by The Academy, or would like additional information about public safety career training, please call (408) 270-6458 or visit the webpage at [www.theacademy.ca.gov](http://www.theacademy.ca.gov). For more information, see page 65.

**JLE 100 Basic Police Academy****Units:** 22 **Hours:** 24 Lecture, 16 Laboratory**Advisory:** Academy placement examination.**Transferable:** CSU

A basic police academy course consisting of 880 hours meeting standards established by the Commission on Peace Officer Standards and Training for peace officer training.

**JLE 101 Supervision and Leadership - Recruit Training Officer****Units:** 12 **Hours:** 2.4 Lecture, 54.1 Laboratory**Advisory:** POST certified as a California Peace Officer**Transferable:** CSU

This twenty-four week course consists of 960 hours of practicum work. The course is designed to certify the completion of standards required of the Recruit Training Officer (RTO) as governed by the Commission on Peace Officer Standards and Training and/or Basic Course requirements. The course focuses on practicum skill development in the area of supervision and leadership including the RTO as role model, instructor, evaluator, counselor, problem solver, supervisor and agency liaison.

**JLE 102 Supervisory Peace Officer Course****Units:** 2 **Hours:** 76 Lecture, 4 Laboratory**Advisory:** JLE 100**Transferable:** CSU

Elements of supervision, teacher training, conference leadership, and related law enforcement subjects as outlined by Peace Officer Standards and Training. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 103 Supervisory Update Course****Units:** .5 **Hours:** 20 Lecture, 4 Laboratory**Advisory:** JLE 102**Transferable:** CSU

Course is designed for updating first-line field supervisors in areas including: liability issues, ethics, communication and counseling skills, handling critical incidents. Course may be repeated 3 times for credit once every 2 years due to significant updating of content as prescribed by changes in law, regulations and procedures. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 104 Basic Jail Operations****Units:** 1.5 **Hours:** 25 Lecture, 8 Laboratory**Advisory:** Eligible for English 250 and English 420.**Transferable:** CSU

This course is designed for the Peace Officer who carries out the responsibilities of a corrections officer and has completed the POST Basic Course. It consists of a minimum of 66 hours of instruction in specific performance/instructional objectives.

**JLE 105 Corrections Officer Basic Training****Units:** 5 **Hours:** 32 Lecture, 8 Laboratory**Advisory:** Eligible for English 250 and English 420.**Transferable:** CSU

This core training course is designed to meet the State Board of Corrections regulations for entry-level training of Correctional Officers for adult institutions. This course presents the lecture and practical application skills and knowledge to work in local adult jail facilities.

**JLE 107 Basic Police Academy Re-qualification****Units:** 3 **Hours:** 19.7 Lecture, 26 Laboratory**Transferable:** CSU

The Commission on Peace Officer Standards and Training (POST) certifies this 137 hour course of training. It meets the content and hour requirement established by POST for re-qualification of former officers who have not been working as full time enforcement officers in California for a period exceeding three (3) years.

**JLE 110 Crisis Intervention****Units:** 1 **Hours:** 32 Lecture, 8 Laboratory**Advisory:** JLE 100**Transferable:** CSU

This course has been designed for officers to deal with the handling of crisis situations: domestic disputes, landlord/tenant disputes, suicide attempts, handling mentally disturbed persons, and other persons in crisis calls. The emphasis will be on control, objectivity, safety and professionalism. Legal, ethical and cultural issues will also be included. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 111 Background Investigation****Units:** .5 **Hours:** 36 Lecture**Transferable:** CSU

A POST certified course designed to develop law enforcement officers with the skills to be an accomplished Background Investigator. This course includes the fundamentals of background investigation, interviewing, the use of psychological screening, Polygraphs, legal aspects of background investigation, and verbal/non-verbal communication.

**JLE 112 Sexual Assault Investigation****Units:** .5 **Hours:** 16 Lecture, 8 Laboratory**Advisory:** JLE 100**Transferable:** CSU

The course is a balance between a police officer's duties in handling sexual assault cases and being sensitive and aware of the victim's needs. Attention is given to the psychological as well as physical trauma a rape victim encounters. The legal aspects of the case will also be emphasized. Course may be repeated 3 times for credit once every 2 years due to significant updating of content as prescribed by changes in law, regulations and procedures. This is a pass/no pass course.

**JLE 114 Abuse, Neglect and Sexual Exploitation of Children****Units:** .5 **Hours:** 24 Lecture**Advisory:** JLE 100**Transferable:** CSU

An intensive study in causes, recognition, identification of abuse, neglect and sexual exploitation of children. Emphasis will be placed on laws, procedure of handling cases, effective interviewing/investigative techniques and action/referral. Course may be repeated 3 times for credit once every 2 years due to significant updating of content as prescribed by changes in law, regulations and procedures. This is a pass/no pass course.

**JLE 115 Livestock Theft/Rural Crime Investigations****Units:** 1 **Hours:** 30 Lecture, 10 Laboratory**Transferable:** CSU

This 40 hour course includes instruction on basic livestock theft investigation. Breed and brand recognition, individual case studies, rural crime, criminal law, trespass law, expert testimony, Bureau of Livestock ID role and responsibilities, proactive road enforcement in livestock work, crop and commodity enforcement, heavy equipment theft and chemical theft.

**JLE 116 Police Report Writing for Trainers****Units:** .5 **Hours:** 24 Lecture**Advisory:** JLE 100**Transferable:** CSU

An intense study of the basic qualities of a good police report. Attention will be given to planning a proper investigation and note-taking system and recording facts in chronological order. Basic objectives will be to train officers to evaluate reports for the following qualities: clarity, accuracy, conciseness, completeness, legibility, proper grammar and spelling use. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 118 Field Training Officer Seminar****Units:** 1 **Hours:** 28 Lecture, 12 Laboratory**Advisory:** JLE 100**Transferable:** CSU

This course is designed for police officers that have been or will be accepted into field training officer programs in their respective law enforcement agencies. This course has certification from the California Commission on Peace Officers Standard and Training and follows the guidelines and standards under 832.3 of the Penal Code. It covers methods of teaching, training and evaluation of Police Officers.

**JLE 119 Field Training Officer Up-date****Units:** .5 **Hours:** 24 Lecture**Advisory:** JLE 118**Transferable:** CSU

This course is designed to update Field Training Officers in the following areas: evaluation, legal aspects, Peace Officers Standards and Training Commission changes. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirement. Course may be repeated 3 times for credit once every 2 years due to significant updating of content as prescribed by changes in law, regulations and procedures.

All courses listed here are part of Gavilan College's approved curriculum. All courses are not offered every semester. Check the Class Schedule for current offerings.

**JLE 121 Advanced Officer Training**

**Units:** .5-1 **Hours:** 40 Lecture  
**Advisory:** Eligible for English 250 and English 420.  
**Transferable:** CSU

This course is designed to provide a mechanism whereby agencies may insure that the necessary new skills required of police officers have been provided and those previously learned skills are maintained and reinforced. It will enable the agency to provide a means of correcting deficiencies while satisfying State teaching requirements. New information and changes in the Criminal Justice System affecting policy officers and, when necessary, a review of previously acquired materials will be provided. This course satisfies Advanced Officer Training requirements established by the Commission on Peace Officer Standards and Training. This is a pass/no pass course.

**JLE 122 Narcotic Enforcement and Influence**

**Units:** .5 **Hours:** 24 Lecture  
**Advisory:** JLE 100  
**Transferable:** CSU

This course is designed for the uniformed police officer for the building of probable cause to arrest in controlled substance crimes. It will cover the identification and use of controlled substances, enforcement of various crimes in Health and Safety Code, Business and Professions Code, Penal Code, Vehicle Code relating to drug crimes. This is a pass/no pass course. Course may be repeated 3 times for credit once every 2 years due to significant updating of content as prescribed by changes in law, regulations and procedures.

**JLE 124 Basic Fingerprint School**

**Units:** 1 **Hours:** 8 Lecture, 32 Laboratory  
**Advisory:** JLE 100 or Field Evidence Technician.  
**Transferable:** CSU

An introduction to fingerprints, including the history, identification, classification and filing, courtroom testimony and practical application. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 126 Advanced Fingerprint School**

**Units:** 1 **Hours:** 8 Lecture, 32 Laboratory  
**Advisory:** JLE 124  
**Transferable:** CSU

A continuation of basic fingerprinting course with emphasis on practical application of lifting latent prints, print photography, comparison, chart preparation, courtroom preparation and testimony. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 128 Police Chemical Agents**

**Units:** .5 **Hours:** 8 Lecture  
**Advisory:** JLE 100, AJ 106, AJ 108  
**Transferable:** CSU

This course of instruction includes types of non-lethal chemical agents, methods of dispersal and delivery, safety, first aid, tactics, use of gas masks and applicable penal codes sections. This course meets the requirements of PC 13514.

**JLE 131 PC 832 - Firearms**

**Units:** .5 **Hours:** 8 Lecture, 16 Laboratory  
**Advisory:** Eligible for English 250 and English 420.  
**Transferable:** CSU

This course is designed for public safety personnel attending annual updates, re-certification, or remediation mandated by the Commission on Peace Officer Standards and Training. Course covers the legal requirements for carrying and using a firearm within the scope of their job related duties. Participants are instructed in the safe handling of firearms and techniques of shooting. This is a pass/no pass course.

**JLE 132 PC 832 - Laws of Arrest/Search & Seizure**

**Units:** 1 **Hours:** 32 Lecture, 8 Laboratory  
**Advisory:** Eligible for English 250 and English 420.  
**Transferable:** CSU

This 40 hour course curriculum covers professional orientation, laws of arrest, search, seizure, evidence, preliminary investigations, communications and arrest techniques. This course satisfies PC 832 requirements for entry level but does not include the firearms portion. This course may be offered as a component of Correctional Officer Core Course or as part of an 18 unit approved certificate for Reserve Police Officer.

**JLE 134 Self Defense/Arrest Techniques for Instructors**

**Units:** 1-5 **Hours:** 8 Lecture, 72 Laboratory  
**Advisory:** JLE 100  
**Transferable:** CSU

Physical self-defense and arrest tactics, including baton-designed defense, and directed toward officer safety. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 135 Defensive Tactics Instructor Refresher**

**Units:** 1 **Hours:** 10 Lecture, 30 Laboratory  
**Advisory:** JLE 134  
**Transferable:** CSU

Technical areas covered include principles of arrest control legal aspects; liability and use of force; searches and handcuffing techniques including cursory, standing, kneeling, and prone; finding weapons, controls and take downs during search and handcuffing; compliance arrests, tactical arrests, dealing with combative suspects, fight situations and multiple suspects, gun retention, weapon take-away, carotid control hold, tactics in and around vehicles and baton tactics taught in the Basic Police Academy. The course will ensure that the Defensive Tactics Instructor maintains the skills to conduct and improve an on-going Defensive Tactics Program within the agency. This is a pass/no pass course. May be repeated a maximum of 3 times for credit.

**JLE 136 Firearms Instructor Training**

**Units:** 2 **Hours:** 46 Lecture, 34 Laboratory  
**Advisory:** JLE 100  
**Transferable:** CSU

Designed for the experienced firearms person who wants to qualify for rangemaster. Students must supply equipment and ammunition. The course is P.O.S.T. certified. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 137 Baton Instructor Course**

**Units:** 1 **Hours:** 15 Lecture, 25 Laboratory  
**Transferable:** CSU

A straight baton instructor course designed to qualify the participant to teach Police Baton Tactics. Participants will be prepared to teach all the baton techniques that are taught in the Basic Police Academy as well as more advanced techniques including: tactics for confined spaces, close range tactics, combination techniques, tactical situations, multiple and armed suspects, and baton retention. Participants will be prepared to teach Principles of Defensive Tactics, Legal Aspects, Liability and Use of Force as related to Baton Tactics. The participant will also learn teaching techniques, methodology, record keeping and methods of performance evaluation. Instructors that complete the course will have the skills needed to implement an on-going Baton Tactics Program. This is a credit/no-credit course.

**JLE 138 Police Baton Training**

**Units:** 1 **Hours:** 8 Lecture, 32 Laboratory  
**Transferable:** CSU

Baton training for police personnel. Course covers legal aspects of the use of baton, use of force, first aid for baton injuries and practical skill training in the proper use of the baton. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 139 PR-24 Instructor Course****Units:** 1 **Hours:** 8 Lecture, 32 Laboratory**Advisory:** JLE 100**Transferable:** CSU

A complete instructor course in the use of the (PR-24) side-handle baton designed to qualify the participant to teach Police Side-handle Baton Tactics on the agency level. Participants will be prepared to teach basic level techniques as well as advanced techniques including: tactics for confined spaces, close range tactics, combination techniques, tactical situations, multiple and armed suspects, and baton retention, principles of defensive tactics, legal aspects, liability and use of force as related to baton tactics. The participant will also learn teaching techniques, methodology, record keeping and methods of performance evaluation. Instructors that complete the course will have the skills needed to implement an on-going Baton Tactics Program. This is a credit/no-credit course.

**JLE 140 Special Weapons and Tactics (SWAT)****Units:** 1 **Hours:** 16 Lecture, 24 Laboratory**Advisory:** JLE 100 or possess POST basic training certificate to qualify for peace officer status.**Transferable:** CSU

This is a Basic SWAT course. The course will prepare the student to handle serious and dangerous arrest situations, single and multiple suspects, raids and hostage rescue techniques. In addition, students will participate in practical exercises designed to simulate SWAT Team missions. This is a pass/no pass course.

**JLE 141 Specialized Investigators Basic Course****Units:** 12 **Hours:** 29.5 Lecture, 10.5 Laboratory**Prerequisite:** Basic Academy matriculation process OR employment with an approved agency.**Advisory:** Eligible for English 250 and English 420**Transferable:** CSU

The Specialized Investigators Basic Course curriculum is designed to meet the needs of the specialized investigators of state, county and municipal special investigation units. The curriculum covers thirteen learning domains including ethics, criminal law, search and seizure, arrest and control techniques and the collection and preservation of evidence. The course meets state required mandates for training in domestic violence, sudden infant death syndrome, hate crimes, sexual harassment awareness, and cultural diversity. The course also includes advanced investigative techniques, procedures for the preparation and execution of warrants and orders, surveillance techniques and case management techniques.

**JLE 142 Basic Police Academy Modular Level III****Units:** 4.5 **Hours:** 25 Lecture, 19 Laboratory**Prerequisite:** POST approved pre-entry English skill assessment examination provided by the Academy. Criminal history clearance as provided by the Penal Code.**Advisory:** Eligible for English 250 and English 420.**Transferable:** CSU

This is a 176 hour course of training that is certified by the Commission on Peace Officers Standards and Training and meets the content and hour requirements established by POST. This course includes the PC 832 certificates to meet the requirements for a Level III Reserve Police Officer.

**JLE 143 Basic Police Academy Modular, Level II****Units:** 7 **Hours:** 29.4 Lecture, 10.6 Laboratory**Prerequisite:** Completion of Level III, Parts I and II with current PC 832.**Advisory:** Eligible for English 250 and English 420.**Transferable:** CSU

This is a 280 hour course of training that is certified by the Commission on Peace Officer Standards and Training and meets the content and hour requirements established by POST. This course combined with current PC 832 certificates, meets the requirements of a Level II Reserve Police Officer. The Level II certificate is a prerequisite for Level I Reserve Police Officer.

**JLE 144 Basic Police Academy Modular, Level I****Units:** 12.5 **Hours:** 21.2 Lecture, 17.3 Laboratory**Prerequisite:** Completion of Level III and II with current PC 832 certificate with firearm endorsement, POST approved comprehensive exam provided by academy, Medical examination/clearance by a licensed physician.**Advisory:** Eligible for English 250 and English 420.**Transferable:** CSU

This is a 500 hour course of training that is certified by the Commission on Peace Officers Standards and Training and meets the content and hour requirements established by POST. This course combined with Level III and II certificates meets the requirements of a Level I Reserve Police Officer.

**JLE 145 Countersniper****Units:** 1 **Hours:** 20 Lecture, 20 Laboratory**Advisory:** JLE 100**Transferable:** CSU

The course is designed for local law enforcement officers to provide instruction in the basic and advanced principles and techniques necessary to become an expert rifle shooter with emphasis on the tactical deployment of a police officer as a sniper assigned to a specialized tactical unit being utilized in a crisis situation. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 150 Accident Investigation****Units:** 1 **Hours:** 32 Lecture, 8 Laboratory**Prerequisite:** Completion of Basic Police Academy**Advisory:** Eligible for English 250 and English 420**Transferable:** CSU

This course is designed to provide officers with necessary investigative skills which will enable them to properly conduct thorough preliminary and follow-up investigations of vehicular collisions. The course is structured to augment training in vehicle accident investigation which officers have already received in the basic (recruit school) course, and to provide specialized, advanced training in more sophisticated concepts and techniques of vehicle collision investigation which are applicable to follow-up investigations. This is a pass/no pass course.

**JLE152 Law Enforcement Modular Course****Units:** .5-2 **Hours:** 40 Lecture**Advisory:** JLE 100**Transferable:** CSU

A course consisting of modules dealing with 32 different aspects of law enforcement education and training. Each modular course is 8 hours long and is P.O.S.T. Certified Plan IV. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. Each module may be repeated a maximum of three times for credit.

**JLE 154 Instructional Development for Administration of Justice****Units:** 1 **Hours:** 32 Lecture, 8 Laboratory**Advisory:** JLE 100**Transferable:** CSU

The goal of this course is to prepare the experienced law enforcement officer to be an effective instructor for his agency. The course focuses on principles of learning, the police officer as an adult learner, determining training needs, and defining instructional objectives. The student will become familiar with effective communication and teaching strategies and will make presentations using lesson plans, visual support materials, and contemporary teaching techniques. The contents of this course can be applied to the beginning or experienced instructor of law enforcement topics. This is normally conducted as a 40-hour course. This is a pass/no pass course.

**JLE 155 Officer Safety/Field Tactics****Units:** .5-1 **Hours:** 10 Lecture, 30 Laboratory**Transferable:** CSU

This is a 16-30 hour variable unit course designed for law enforcement officers to provide a mechanism whereby agencies may insure that the necessary new skills required have been provided and those previously learned skills are maintained and reinforced. Subjects/topics will change as new mandates or legislation changes. This course may be repeated for credit to meet legally required training mandates.

**JLE156 Homicide Investigation****Units:** 1 **Hours:** 40 Lecture**Advisory:** JLE 100**Transferable:** CSU

A course to train investigators in the highly specialized field of homicide investigation. The course will cover the legal aspects of death investigation, homicide crime scene procedures, autopsy, psychological profiling, criminal psychology, laboratory work, gunshots, asphyxia, drowning, burning, cutting, and stabbing, and interviewing techniques. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

**JLE 157 Firearms Update****Units:** .5-1 **Hours:** 15 Lecture, 25 Laboratory**Transferable:** CSU

This is a variable 16-40 hour course designed for law enforcement officers to provide instruction in the basic and advanced principles and techniques necessary in the use of handguns, shotguns, and/or rifles. Emphasis is on safety, knowledge of weapons and manipulative skills testing. This course may be repeated for credit. Students repeating the course will expand their knowledge of firearm safety, knowledge of weaponry and meet legally required training mandates.

**JLE 158 Canine Update****Units:** .5 **Hours:** 6 Lecture, 18 Laboratory**Transferable:** CSU

Students will learn basic and advanced techniques to properly develop K-9 performance and problem solving. The student will also learn the proper use of hard and soft sleeves, hidden sleeve, muzzle, and bite suit. The student will also learn safety techniques in working with Law Enforcement K-9s. Students repeating the course will meet legally mandated training requirements.

**JLE162 Search Warrant Investigator****Units:** .5 **Hours:** 15 Lecture, 9 Laboratory**Advisory:** JLE 100**Transferable:** CSU

The course will cover search warrant law and procedure, knock notice, affidavit preparation, problems of search warrant preparation, the actual preparation of a search warrant by each participant, knock and talk. In addition, the course will provide the knowledge, skills and tactics necessary to properly serve and execute a search warrant effectively and safely. The student will develop a sound operational plan for the execution of a search warrant.

**JLE 175 Basic Public Safety Dispatcher****Units:** 3 **Hours:** 10 Lecture, 30 Laboratory**Advisory:** Eligible for English 250 and English 420**Transferable:** CSU

This course is designed to provide public safety dispatchers with the necessary skills and knowledge to perform their job. Curriculum includes computer systems, familiarization, legal updates, communications techniques, etc. It will contain POST curriculum, as well as local training mandates.

**JLE 176 Basic Public Safety Dispatcher - Update****Units:** 1-3 **Hours:** 10 Lecture, 30 Laboratory**Advisory:** Eligible for English 250 and English 420**Transferable:** CSU

This course is designed to provide experienced public safety dispatchers with the necessary skills and knowledge to remain current in job skills. Curriculum includes computer systems, familiarization, legal updates and communications techniques. It will contain POST curriculum as well as training mandates. May be repeated three times for credit.

**JLE 178 Probation Officer Core Course****Units:** 5 **Hours:** 33.8 Lecture, 7.8 Laboratory**Transferable:** CSU

This course provides the trainee with the basic concepts, tools, skills, etc. necessary to perform the job of probation officer within the state of California and prepares the graduate for the job. Certified by the State Board of Corrections, Training, and Standards for corrections (STC). Testing on the various topics will be both written and practical in nature. This course includes 208 hours of training.

**JLE 179 Juvenile Counselor Core****Units:** 4 **Hours:** 30 Lecture, 10 Laboratory**Transferable:** CSU

The Juvenile Counselor Core Course is designed to meet the California Board of Corrections requirements, entry level.

**JLE180 Law Enforcement Seminar I****Units:** .5-6 **Hours:** 24 Lecture**Transferable:** CSU

Selected symposia in Administration of Justice topics designed for the in-service education and training of personnel employed by criminal justice agencies. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. Course may be repeated 3 times for credit once every 2 years due to significant updating of content as prescribed by changes in law, regulations and procedures.

**JLE181 Law Enforcement Seminar II****Units:** .5-3 **Hours:** 24 Lecture**Transferable:** CSU

Selected advanced Administration of Justice topics designed for special training and educational needs of criminal justice personnel. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. Course may be repeated 3 times for credit once every 2 years due to significant updating of content as prescribed by changes in law, regulations and procedures.

**JLE 185 Field Training Program****Units:** 1-12 **Hours:** 40 Laboratory**Prerequisite:** POST certified as a California Peace Officer.**Advisory:** Eligible for English 250 and English 420.**Transferable:** CSU

This course is a two to twenty-four week program certified to Law Enforcement Agencies in the state of California. The program is designed to certify the completion of specifications described in the "Field Training Officer Guide" from the Commission on Peace Officer Standards and Training. Students will be assigned in a patrol car, one-on-one with a certified Field Training Officer. The Field Training Program introduces a newly assigned officer to the personnel procedures, policies, and purposes of the individual law enforcement agency and provides the initial formal and informal training specific to the agency and the day-to-day duties of its officers. This program is one unit of credit for every 80 hours of participation.

**JLE 340 Citizen Police Academy****Units:** .5-1 **Hours:** 25 Lecture**Transferable:** No

The purpose of the Citizens Police Academy is to enhance the relationship of the Police Department with the community by educating the citizen in various aspects of police operations. The citizen becomes more aware of what services the police department can, and in some situations, can't provide, the methodologies and strategies behind its programs and tactics, as well as other important aspects of law enforcement, not only on a neighborhood level but also on a wider scale.

**JLE 360 Child Advocates****Units:** .5 **Hours:** 24 Lecture**Transferable:** No

This 24-hour training course was developed to provide child advocate volunteers with a solid understanding of the legal system as it pertains to dependent children. Topics are taught by the professionals and experts in the field.

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**Law Enforcement: see also Administration of Justice (AJ)**

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**LIBRARY****LIB 3 Research Skills****Units:** 2 **Hours:** 2 Lecture**Advisory:** Eligible for English 250 and 260.**Transferable:** CSU

Research and evaluation skills using the Internet and other electronic resources, as well as traditional printed materials. Also listed as CSIS 3. This course has the option of a letter grade or pass/no pass. May be repeated once for credit.

**LIB 6 Web Page Authoring I****Units:** 2 **Hours:** 2 Lecture**Advisory:** CSIS 1 or CSIS 2 or CSIS/LIB 3 advised.**Transferable:** CSU; GAV-GE: E2

A introduction to using Hypertext Mark-Up Language (HTML) and Extensible HTML (XHTML) to create web pages which can be uploaded and displayed on the World Wide Web. Students will use HTML/XHTML to create web pages with text in various sizes and colors, links to other sites, background color or patterns, graphics, tables, and mailto links. Principles of design and color as they apply to screen presentations will be included. This course has the option a letter grade or pass/no pass. May be repeated three times for credit. Also listed as CSIS 6 and DM6.

**LIB 130 Internet and Consumer Health****Units:** 1 **Hours:** 1 Lecture**Transferable:** CSU

This course is designed to give the lay person the ability to find and evaluate information from medical literature from the perspective of the client. We will examine websites from the Internet verifying currency and reliability, as well as professional journal literature and reference sources. This course is also listed as AH 130.

**LIB 140 Online Health Research****Units:** 2 **Hours:** 2 Lecture**Transferable:** CSU

A beginning course on how to find reliable and current health-related information, using the internet and other electronic resources.

**LIB 141 Advanced Search Techniques for Health Care Professionals****Units:** 1 **Hours:** 1 Lecture**Advisory:** LIB/AH 140, LIB/AH 130, or basic Internet search skills.**Transferable:** CSU

Course is designed for health care professionals and includes an in-depth examination of the Medline data base and other online medical sources and examination of related controversies and ethical issues. This course is also listed as AH 141.

**LIB 556 Information Competency for ESL Students****Units:** 1 **Hours:** 1 Lecture**Advisory:** ESL 546**Transferable:** No

This class will provide an introduction to basic information competency skills designed especially for the ESL student. Students will get an overview of basic terminology, various formats of information, how information is stored and organized, plus hands-on experience with online catalogs and databases. They will also learn and practice basic search strategies and evaluation skills. This is a pass/no pass course. This course is also listed as ESL 556.

**MANAGEMENT****MGMT 101 Introduction to Supervision****Units:** .5-3 **Hours:** 3 Lecture**Advisory:** Eligible for English 250 and English 260.**Transferable:** CSU

An introduction to the theory, principles, and practice of supervision represented by a cluster of six modules: The Role of the Supervisor, Developing a Work Team, Effective Communication, Evaluating Employee Performance, Handling Employee Relations, and Legal Aspects of Supervision. Students enrolled in Management 101 must complete all six modules.

**MGMT 102 Techniques of Management****Units:** 3 **Hours:** 3 Lecture**Advisory:** Eligible for English 250 and English 260.**Transferable:** CSU

An introduction to the theory, principles and practices of managing a department or business represented by a cluster of six modules of nine hours each: The Role of the Management, Management Planning, Staff Management, Communications in Management, Managing the Work Environment, Managing within Policy and Regulations. Students enrolled in Management 102 must complete all six modules.

**MGMT 103 Human Relations In Business****Units:** 3 **Hours:** 3 Lecture**Advisory:** Eligible for English 250 and English 260.**Transferable:** CSU

An introduction to the field of industrial psychology through the study of six modules (nine hours each): Human Behavior at Work, Group Behavior and Leadership, Personal Effectiveness, Personal Development, Business Communications, and Conflict Resolution at Work. This course is also listed as PSYC 103.

**MGMT 104 Leadership****Units:** 3 **Hours:** 3 Lecture**Advisory:** Eligible for English 250 and English 260.**Transferable:** CSU

An introduction to the behavioral approaches to leadership currently being used by all sectors of society to increase the productivity and enrich the quality of the work environment. Course consists of six modules, nine hours each: Behavior Management, Motivation, Leadership Styles, Human Resources, Organizational Change, Management as Leaders.