

## GROSSMONT COLLEGE

Official Course OutlineADMINISTRATION OF JUSTICE 107 – CORRECTIONS ACADEMY

<u>1. Course Number</u>	<u>Course Title</u>	<u>Semester Units</u>	<u>Hours</u>
AOJ 107	Corrections Academy	10.5	9.8 hours lecture 2.3 hours laboratory

2. Course Prerequisites

Students must not have any felony or domestic violence convictions and must meet state and federal government requirements for possession of a firearm.

Recommended Preparation

None.

3. Catalog Description

This course addresses specific instructional and performance objectives for those seeking employment as corrections officers in local or county jails, adult probation, and community correctional facilities in California. This course meets the requirements for PC 6035 Adult Corrections Officer Core Course as specified by the State of California, Board of Corrections, Standards and Training for Corrections (STC) for entry-level adult corrections officers.

4. Course Objectives

The student will:

- a. Describe the roles, function and mission of an adult corrections officer.
- b. Demonstrate high professional ethical standards.
- c. Describe the principles and procedures for prisoner transport.
- d. Analyze the legal framework for a corrections officer.
- e. Demonstrate appropriate physical ability.
- f. Demonstrate proper search procedures.
- g. Assess the guidelines outlined in Title 15 of the California Code of Regulations as it applies to the incarcerating and housing of inmates.
- h. Identify, critically analyze, and develop solutions to problems.
- i. Evaluate situations to determine appropriate courses of action.

5. Instructional Facilities

Standard classroom.

6. Special Materials Required of Student

None.

## 7. Course Content

- a. Professionalism and ethics.
- b. Receiving, booking and releasing prisoners.
- c. Escorting and transporting inmates.
- d. Report writing and record keeping.
- e. Supervising non-inmate movement and visitors.
- f. Supervising inmates.
- g. Searching and securing inmates.
- h. Verbal communications.
- i. Managing inmate hygiene, mail, and commissary.
- j. Monitoring medical and psychological services.
- k. Performing physically demanding tasks.
- l. Handling emergencies, fire and life safety issues, evacuation.
- m. Use of force.

## 8. Method of Instruction

- a. Lecture.
- b. Demonstrations.
- c. Visual aids.
- d. Group discussion.
- e. Role-playing.
- f. Practical exercises.
- g. Field trips.

## 9. Methods of Evaluating Student Performance

- a. Knowledge exams (written tests).
- b. Report writing proficiency tests.
- c. Behavioral skills test.
- d. Physical agility test.
- e. Written final exam.

## 10. Outside Class Assignments

- a. Reading assignments for test preparations.
- b. Preparation for role-playing simulations.

## 11. Texts

- a. Required Text(s):
  - (1) State of California. Title 15 California Code of Regulations. Sacramento, CA: State Printing Office, 2003.
  - (2) State of California. Title 24 California Code of Regulations. Sacramento, CA: State Printing Office, 2003.
  - (3) California Penal Code. San Clemente, CA: Law Tech Publishing, 2003 abridged edition.
  - (4) Uno, Charles. Corrections Officer Core Course Workbook. El Cajon, CA: Grossmont College, 2002.
- b. Supplementary texts and workbooks: None.

Date approved by the Governing Board: 4/04

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