

# Public Safety Administration

The Public Safety Administration curriculum is designed to provide students, as well as practitioners, with knowledge and skills in the technical, managerial, and administrative areas necessary for entrance or advancement within various public safety and government organizations. Course work in diverse subject areas includes public safety administration and education, interagency operations, crisis leadership, government and agency financial management, professional standards, incident management, administrative law, and supervision, while providing a streamlined pathway that recognizes the value of previously earned skillsets and credentials within the public safety sector. Employment opportunities exist with fire or police departments, emergency management organizations, governmental agencies, industrial firms, correctional facilities, private industries, insurance organizations, educational organizations, security and protective organizations, and through self-employment opportunities.

This degree has four tracks to tailor students' experience in their desired or current field of expertise. The Security and Loss Prevention track is built for students who are currently working in the private sector and providing initial response in places like hospitals, shopping centers, and big box stores. The Corrections track is designed to develop future leaders in our jails, prisons, and community corrections careers. The Emergency and Fire Management track targets those who are working in Fire Service and Emergency Medical Services and aspire to move into leadership positions within their agencies. Similarly, the Law Enforcement track is designed for those who are working currently in law enforcement and want to prepare for promotion in their career.

This degree is supported by faculty with relevant higher education credentials and public safety experience. Earning an Associate in Applied Science in Public Safety Administration will prepare practitioners for administrative duties, policy creation/revision, servant leadership, and crisis management which makes graduates highly employable.

## Degree Awarded

The Associate in Applied Science Degree - Public Safety Administration is awarded by the college upon completion of this program. Students may select one of the following tracks within the program:

- Public Safety Administration - Corrections Track (A55480C) (p. 1)
- Public Safety Administration - Emergency and Fire Services Track (A55480E) (p. 2)
- Public Safety Administration - Law Enforcement Track (A55480L) (p. 2)
- Public Safety Administration - Loss Prevention/Security Track (A55480S) (p. 3)

## Admissions

- A high school diploma or equivalent is required.
- Some courses require placement tests prior to registration.
- Many courses have prerequisites or co-requisites; check the Courses section for details.

## Contact Information

The Public Safety Administration program is in the Public Safety and Transport Technology Division. For more information, call the Public Safety Administration Program Chair at 704.330.4107.

## Public Safety Administration - Corrections Track (A55480C)

### General Education Requirements

ENG 111	Writing and Inquiry	3.0
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Select one of the following courses:		3.0
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COM 110	Introduction to Communication	
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COM 231	Public Speaking	
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ENG 112	Writing and Research in the Disciplines	
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ENG 113	Literature-Based Research	
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ENG 114	Professional Research & Reporting	
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Select one of the following courses:		3.0
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ART 111	Art Appreciation	
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ART 114	Art History Survey I	
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ART 115	Art History Survey II	
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HUM 120	Cultural Studies	
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HUM 130	Myth in Human Culture	
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MUS 110	Music Appreciation	
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MUS 112	Introduction to Jazz	
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PHI 215	Philosophical Issues	
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PHI 240	Introduction to Ethics	
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Select one of the following courses:		3.0
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POL 120	American Government	
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PSY 150	General Psychology	
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Select one of the following courses:		3.0
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MAT 143	Quantitative Literacy	
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MAT 152	Statistical Methods I	
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### Major Requirements

ACA 122	College Transfer Success	1.0
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PAD 151	Introduction to Public Administration	3.0
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PAD 251	Public Finance & Budgeting	3.0
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PAD 252	Public Policy Analysis	3.0
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PAD 254	Grant Writing	3.0
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CJC 170	Critical Incident Mgmt for Public Safety	3.0
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PAD 152	Ethics in Government	3.0
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CJC 240	Law Enforcement Mgmt & Supervision & Supervision	3.0
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CJC 141	Corrections	3.0
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CJC 225	Crisis Intervention	3.0
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CJC 232	Civil Liability	3.0
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CJC 233	Correctional Law	3.0
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CJC 162	Intelligence Analysis and Security Management	3.0
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CJC 212	Ethics & Community Relations	3.0
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CJC 264	Policing in the 21st Century	3.0
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Select 7.0 credits from the following courses:		7.0
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CJC 122	Community Policing	
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CJC 215	Organization & Administration	
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FIP 228	Local Government Finance	
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FIP 240	Fire Service Supervision	
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Public Safety Administration

FIP 248	Fire Service Personnel Administration	
FIP 256	Municipal Public Relations	
EMS 140	Rescue Scene Management	
EPT 150	Incident Management	
PST 171	NCCCS Public Safety Training	
PST 172	NCCCS Public Safety Training	
PST 173	NCCCS Public Safety Training	
PST 174	NCCCS Public Safety Training	
PST 175	NCCCS Public Safety Training	
PST 176	NCCCS Public Safety Training	
PST 177	NCCCS Public Safety Training	
PST 178	NCCCS Public Safety Training	
PST 179	NCCCS Public Safety Training	
<b>Total Credits</b>		<b>65</b>

**Public Safety Administration - Emergency and Fire Management Services Track (A55480E)**

**General Education Requirements**

ENG 111	Writing and Inquiry	3.0
Select one of the following courses:		3.0

COM 110	Introduction to Communication	
COM 231	Public Speaking	
ENG 112	Writing and Research in the Disciplines	
ENG 113	Literature-Based Research	
ENG 114	Professional Research & Reporting	

Select one of the following courses: 3.0

ART 111	Art Appreciation	
ART 114	Art History Survey I	
ART 115	Art History Survey II	
HUM 120	Cultural Studies	
HUM 130	Myth in Human Culture	
MUS 110	Music Appreciation	
MUS 112	Introduction to Jazz	
PHI 215	Philosophical Issues	
PHI 240	Introduction to Ethics	

Select one of the following courses: 3.0

POL 120	American Government	
PSY 150	General Psychology	

Select one of the following courses: 3.0

MAT 143	Quantitative Literacy	
MAT 152	Statistical Methods I	

**Major Requirements**

ACA 122	College Transfer Success	1.0
PAD 251	Public Finance & Budgeting	3.0
PAD 252	Public Policy Analysis	3.0
PAD 254	Grant Writing	3.0
CJC 170	Critical Incident Mgmt for Public Safety	3.0
PAD 151	Introduction to Public Administration	3.0
FIP 152	Fire Protection Law	3.0
EMS 235	EMS Management	2.0
EPT 124	EM Services Law & Ethics	3.0
EPT 140	Emergency Management	3.0

EPT 210	Response & Recovery	3.0
FIP 248	Fire Service Personnel Administration	3.0
FIP 228	Local Government Finance	3.0
CJC 162	Intelligence Analysis and Security Management	3.0
FIP 240	Fire Service Supervision	3.0

Select 7 credits from the following courses: 7.0

CJC 122	Community Policing	
CJC 215	Organization & Administration	
FIP 256	Municipal Public Relations	
EMS 140	Rescue Scene Management	
CJC 141	Corrections	
CJC 233	Correctional Law	
CJC 212	Ethics & Community Relations	
CJC 264	Policing in the 21st Century	
PST 171	NCCCS Public Safety Training	
PST 172	NCCCS Public Safety Training	
PST 173	NCCCS Public Safety Training	
PST 174	NCCCS Public Safety Training	
PST 175	NCCCS Public Safety Training	
PST 176	NCCCS Public Safety Training	
PST 177	NCCCS Public Safety Training	
PST 178	NCCCS Public Safety Training	
PST 179	NCCCS Public Safety Training	

**Total Credits 64**

**Public Safety Administration - Law Enforcement Track (A55480L)**

**General Education Requirements**

ENG 111	Writing and Inquiry	3.0
Select one of the following courses:		3.0

COM 110	Introduction to Communication	
COM 231	Public Speaking	
ENG 112	Writing and Research in the Disciplines	
ENG 113	Literature-Based Research	
ENG 114	Professional Research & Reporting	

Select one of the following courses: 3.0

ART 111	Art Appreciation	
ART 114	Art History Survey I	
ART 115	Art History Survey II	
HUM 120	Cultural Studies	
HUM 130	Myth in Human Culture	
MUS 110	Music Appreciation	
MUS 112	Introduction to Jazz	
PHI 215	Philosophical Issues	
PHI 240	Introduction to Ethics	

Select one of the following courses: 3.0

POL 120	American Government	
PSY 150	General Psychology	

Select one of the following courses: 3.0

MAT 143	Quantitative Literacy	
MAT 152	Statistical Methods I	

**Major Requirements**

ACA 122	College Transfer Success	1.0
PAD 151	Introduction to Public Administration	3.0
PAD 251	Public Finance & Budgeting	3.0
PAD 252	Public Policy Analysis	3.0
PAD 254	Grant Writing	3.0
CJC 170	Critical Incident Mgmt for Public Safety	3.0
PAD 152	Ethics in Government	3.0
CJC 240	Law Enforcement Mgmt & Supervision & Supervision	3.0
CJC 111	Introduction to Criminal Justice	3.0
CJC 112	Criminology	3.0
CJC 113	Juvenile Justice	3.0
CJC 221	Investigative Principles	4.0
CJC 162	Intelligence Analysis and Security Management	3.0
CJC 212	Ethics & Community Relations	3.0
CJC 264	Policing in the 21st Century	3.0
Select 7.0 credits from the following courses:		7.0
CJC 122	Community Policing	
CJC 215	Organization & Administration	
FIP 228	Local Government Finance	
FIP 240	Fire Service Supervision	
FIP 248	Fire Service Personnel Administration	
EMS 140	Rescue Scene Management	
EPT 140	Emergency Management	
CJC 141	Corrections	
CJC 233	Correctional Law	
PST 171	NCCCS Public Safety Training	
PST 172	NCCCS Public Safety Training	
PST 173	NCCCS Public Safety Training	
PST 174	NCCCS Public Safety Training	
PST 175	NCCCS Public Safety Training	
PST 176	NCCCS Public Safety Training	
PST 177	NCCCS Public Safety Training	
PST 178	NCCCS Public Safety Training	
PST 179	NCCCS Public Safety Training	

**Total Credits** **66**

## Public Safety Administration - Security and Loss Prevention Services Track (A55480S)

### General Education Requirements

ENG 111	Writing and Inquiry	3.0
Select one of the following courses:		3.0
COM 110	Introduction to Communication	
COM 231	Public Speaking	
ENG 112	Writing and Research in the Disciplines	
ENG 113	Literature-Based Research	
ENG 114	Professional Research & Reporting	
Select one of the following courses:		3.0
ART 111	Art Appreciation	
ART 114	Art History Survey I	
ART 115	Art History Survey II	
HUM 120	Cultural Studies	

HUM 130	Myth in Human Culture	
MUS 110	Music Appreciation	
MUS 112	Introduction to Jazz	
PHI 215	Philosophical Issues	
PHI 240	Introduction to Ethics	
Select one of the following courses:		3.0
POL 120	American Government	
PSY 150	General Psychology	
Select one of the following courses:		3.0
MAT 143	Quantitative Literacy	
MAT 152	Statistical Methods I	

### Major Requirements

ACA 122	College Transfer Success	1.0
PAD 151	Introduction to Public Administration	3.0
PAD 251	Public Finance & Budgeting	3.0
PAD 252	Public Policy Analysis	3.0
PAD 254	Grant Writing	3.0
CJC 170	Critical Incident Mgmt for Public Safety	3.0
PAD 152	Ethics in Government	3.0
CJC 240	Law Enforcement Mgmt & Supervision & Supervision	3.0
CJC 151	Introduction to Loss Prevention	3.0
CJC 152	Introduction to Security and Protective	3.0
CJC 153	Private Security Operations	3.0
CJC 154	Private Security Business	3.0
CJC 162	Intelligence Analysis and Security Management	3.0
CJC 212	Ethics & Community Relations	3.0
CJC 264	Policing in the 21st Century	3.0

Select 7.0 credits from the following courses: 7.0

CJC 122	Community Policing	
CJC 215	Organization & Administration	
EPT 140	Emergency Management	
EPT 150	Incident Management	
FIP 228	Local Government Finance	
FIP 240	Fire Service Supervision	
FIP 248	Fire Service Personnel Administration	
FIP 256	Municipal Public Relations	
EMS 140	Rescue Scene Management	
CJC 141	Corrections	
CJC 233	Correctional Law	
PST 171	NCCCS Public Safety Training	
PST 172	NCCCS Public Safety Training	
PST 173	NCCCS Public Safety Training	
PST 174	NCCCS Public Safety Training	
PST 175	NCCCS Public Safety Training	
PST 176	NCCCS Public Safety Training	
PST 177	NCCCS Public Safety Training	
PST 178	NCCCS Public Safety Training	
PST 179	NCCCS Public Safety Training	

**Total Credits** **65**

**There are no diplomas offered in this program.**

**There are no certificates offered in this program.**

### Public Safety Administration Suggested Course Sequences

The following is the suggested sequence for when to take each course to complete the Associate in Applied Science degree, based on the program requirements of the 2022-2023 catalog. This is only a recommendation — you may take courses in another order if you need to. This sequence is based on you starting with college-level math and English courses, starting your program in the fall, and attending full-time. You can also follow this sequence if you attend part-time. Speak with an advisor about the sequence and any questions. This program does not offer diplomas or certificates at this time; visit the catalog or contact the program for details.

- Public Safety Administration - Corrections Track (A55480C) (p. 4)
- Public Safety Administration - Emergency and Fire Services Track (A55480E) (p. 4)
- Public Safety Administration - Law Enforcement Track (A55480L) (p. 4)
- Public Safety Administration - Loss Prevention/Security Track (A55480S) (p. 5)

### Public Safety Administration - Corrections Track (A55480C)

Term I		Credits
ACA 122	College Transfer Success	1.0
PAD 151	Introduction to Public Administration	3.0
ENG 111	Writing and Inquiry	3.0
CJC 141	Corrections	3.0
PSY 150 or POL 120	General Psychology or American Government	3.0
CJC 170	Critical Incident Mgmt for Public Safety	3.0
<b>Credits</b>		<b>16</b>
Term II		
CJC 225	Crisis Intervention	3.0
PAD 251	Public Finance & Budgeting	3.0
COM 231	Public Speaking	3.0
MAT 152	Statistical Methods I	4.0
<b>Credits</b>		<b>13</b>
Term III		
Humanities/Fine Arts		3.0
PAD 252	Public Policy Analysis	3.0
EPT 150	Incident Management	3.0
<b>Credits</b>		<b>9</b>
Term IV		
PAD 152	Ethics in Government	3.0
CJC 232	Civil Liability	3.0
CJC 212	Ethics & Community Relations	3.0
CJC 264	Policing in the 21st Century	3.0
CJC 240	Law Enforcement Mgmt & Supervision & Supervision	3.0
<b>Credits</b>		<b>15</b>
Term V		
CJC 233	Correctional Law	3.0
PAD 254	Grant Writing	3.0
CJC 122	Community Policing	3.0

CJC 162	Intelligence Analysis and Security Management	3.0
CJC 215	Organization & Administration	3.0
<b>Credits</b>		<b>15</b>
<b>Total Credits</b>		<b>68</b>

### Public Safety Administration - Emergency and Fire Services Track (A55480E)

Term I		Credits
ACA 122	College Transfer Success	1.0
PAD 151	Introduction to Public Administration	3.0
ENG 111	Writing and Inquiry	3.0
EPT 140	Emergency Management	3.0
PSY 150 or POL 120	General Psychology or American Government	3.0
CJC 170	Critical Incident Mgmt for Public Safety	3.0
<b>Credits</b>		<b>16</b>
Term II		
FIP 228	Local Government Finance	3.0
FIP 152	Fire Protection Law	3.0
PAD 251	Public Finance & Budgeting	3.0
COM 231	Public Speaking	3.0
MAT 152	Statistical Methods I	4.0
<b>Credits</b>		<b>16</b>
Term III		
Humanities/Fine Arts		3.0
PAD 252	Public Policy Analysis	3.0
<b>Credits</b>		<b>6</b>
Term IV		
EPT 124	EM Services Law & Ethics	3.0
EPT 210	Response & Recovery	3.0
FIP 248	Fire Service Personnel Administration	3.0
FIP 240	Fire Service Supervision	3.0
EMS 235	EMS Management	2.0
<b>Credits</b>		<b>14</b>
Term V		
FIP 256	Municipal Public Relations	3.0
PAD 254	Grant Writing	3.0
EMS 140	Rescue Scene Management	2.0
CJC 162	Intelligence Analysis and Security Management	3.0
CJC 212	Ethics & Community Relations	3.0
<b>Credits</b>		<b>14</b>
<b>Total Credits</b>		<b>66</b>

### Public Safety Administration - Law Enforcement Track (A55480L)

Term I		Credits
ACA 122	College Transfer Success	1.0
PAD 151	Introduction to Public Administration	3.0
ENG 111	Writing and Inquiry	3.0
CJC 113	Juvenile Justice	3.0
PSY 150 or POL 120	General Psychology or American Government	3.0
CJC 170	Critical Incident Mgmt for Public Safety	3.0
<b>Credits</b>		<b>16</b>
Term II		
FIP 228	Local Government Finance	3.0
CJC 111	Introduction to Criminal Justice	3.0
PAD 251	Public Finance & Budgeting	3.0
COM 231	Public Speaking	3.0
MAT 152	Statistical Methods I	4.0
<b>Credits</b>		<b>16</b>

Term III		
Humanities/Fine Arts		3.0
PAD 252	Public Policy Analysis	3.0
<b>Credits</b>		<b>6</b>
Term IV		
PAD 152	Ethics in Government	3.0
CJC 240	Law Enforcement Mgmt & Supervision & Supervision	3.0
CJC 212	Ethics & Community Relations	3.0
CJC 264	Policing in the 21st Century	3.0
CJC 112	Criminology	3.0
<b>Credits</b>		<b>15</b>
Term V		
CJC 221	Investigative Principles	4.0
PAD 254	Grant Writing	3.0
CJC 122	Community Policing	3.0
CJC 162	Intelligence Analysis and Security Management	3.0
CJC 215	Organization & Administration	3.0
<b>Credits</b>		<b>16</b>
<b>Total Credits</b>		<b>69</b>

## Public Safety Administration - Loss Prevention/ Security Track (A55480S)

Term I		Credits
ACA 122	College Transfer Success	1.0
PAD 151	Introduction to Public Administration	3.0
ENG 111	Writing and Inquiry	3.0
CJC 151	Introduction to Loss Prevention	3.0
PSY 150 or POL 120	General Psychology or American Government	3.0
CJC 170	Critical Incident Mgmt for Public Safety	3.0
<b>Credits</b>		<b>16</b>
Term II		
PAD 152	Ethics in Government	3.0
CJC 152	Introduction to Security and Protective	3.0
PAD 251	Public Finance & Budgeting	3.0
COM 231	Public Speaking	3.0
MAT 152	Statistical Methods I	4.0
<b>Credits</b>		<b>16</b>
Term III		
Humanities/Fine Arts		3.0
PAD 252	Public Policy Analysis	3.0
<b>Credits</b>		<b>6</b>
Term IV		
CJC 212	Ethics & Community Relations	3.0
CJC 153	Private Security Operations	3.0
CJC 154	Private Security Business	3.0
CJC 264	Policing in the 21st Century	3.0
CJC 162	Intelligence Analysis and Security Management	3.0
<b>Credits</b>		<b>15</b>
Term V		
FIP 256	Municipal Public Relations	3.0
PAD 254	Grant Writing	3.0
CJC 240	Law Enforcement Mgmt & Supervision & Supervision	3.0
EPT 150	Incident Management	3.0
EPT 140	Emergency Management	3.0
<b>Credits</b>		<b>15</b>
<b>Total Credits</b>		<b>68</b>

**PAD 151. Introduction to Public Administration. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course includes an overview of the role of the public administrator in government and an examination of the development and implementation of public policy. Topics include public personnel administration and management, decision making, public affairs, ethics, organizational theories, budgetary functions within governmental agencies, and other governmental issues. Upon completion, students should be able to explain the functions of government in society and in the lives of people composing that society.

**PAD 152. Ethics in Government. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces the ethical issues and problems within the public administration field. Emphasis is placed on building analytical skills, stimulating moral imagination, and recognizing the discretionary power of the administrator's role. Upon completion, students should be able to understand the moral dimensions of public administrative decision making.

**PAD 251. Public Finance & Budgeting. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course provides an overview of the public finance and budgeting processes used in the allocation of public resources to meet differing public interests. Topics include the political environment, government expenditures, revenues, taxation, budgetary process theories and techniques, and the relation of government finance to the economy. Upon completion, students should be able to recognize impacts of government revenue and expenditure policies and understand the role of budgeting in executing governmental policy.

**PAD 252. Public Policy Analysis. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course is a study of methods and techniques used to determine the effectiveness of public programs. Emphasis is placed on the concept of ecology and environmental impact, informal groups and information networks, and the relationship between public and private sectors. Upon completion, students should be able to analyze case studies with the use of political analysis techniques.

**PAD 254. Grant Writing. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers the basic techniques of successful grant writing. Topics include concept development, funding sources research, and writing skills relevant to the grants process. Upon completion, students should be able to demonstrate a basic understanding of the grants process.

**CJC 111. Introduction to Criminal Justice. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces the components and processes of the criminal justice system. Topics include history, structure, functions, and philosophy of the criminal justice system and their relationship to life in our society. Upon completion, students should be able to define and describe the major system components and their interrelationships and evaluate career options.

**CJC 112. Criminology. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces deviant behavior as it relates to criminal activity. Topics include theories of crime causation; statistical analysis of criminal behavior; past, present, and future social control initiatives; and other related topics. Upon completion, students should be able to explain and discuss various theories of crime causation and societal response.

**CJC 113. Juvenile Justice. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers the juvenile justice system and related juvenile issues. Topics include an overview of the juvenile justice system, treatment and prevention programs, special areas and laws unique to juveniles, and other related topics. Upon completion, students should be able to identify/discuss juvenile court structure/procedures, function and jurisdiction of juvenile agencies, processing/detention of juveniles, and case disposition.

**CJC 122. Community Policing. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers the historical, philosophical, and practical dimensions of community policing. Emphasis is placed on the empowerment of police and the community to find solutions to problems by forming partnerships. Upon completion, students should be able to define community policing, describe how community policing strategies solve problems, and compare community policing to traditional policing.

**CJC 141. Corrections. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers the history, major philosophies, components, and current practices and problems of the field of corrections. Topics include historical evolution, functions of the various components, alternatives to incarceration, treatment programs, inmate control, and other related topics. Upon completion, students should be able to explain the various components, processes, and functions of the correctional system.

**CJC 151. Introduction to Loss Prevention. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces the concepts and methods related to commercial and private security systems. Topics include the historical, philosophical, and legal basis of security, with emphasis on security surveys, risk analysis, and associated functions. Upon completion, students should be able to demonstrate and understand security systems, risk management, and the laws relative to loss prevention.

**CJC 152. Introduction to Security and Protective. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces the various components, processes, and operational characteristics associated with private security and loss prevention services. Topics include armed/unarmed security guard/officer hiring criteria including licensing, job responsibilities, career pathways, professional conduct and communication, public relations, emergency procedures, law, first aide, legal issues and liability, workplace violence, patrol techniques, and the security industry. Upon completion, students should be able to evaluate career options and define and describe the major system components, processes, and operational characteristics associated with the private security industry.

**CJC 153. Private Security Operations. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces the various operations associated with private security and loss prevention services. Topics include strategies for protecting individuals and company assets, report writing, interview techniques, crime and accident prevention, courtroom procedures, observation techniques, traffic direction, surveillance, substance abuse, law enforcement relationships, and emergency procedures. Upon completion, students should be able to demonstrate an understanding of the various operational characteristics common to the private security industry.

**CJC 154. Private Security Business. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces the business and managerial aspects specific to private security and loss prevention services. Topics include profitability, personnel management, finances, rules, policies, and law, organizational structure, sales management, and issues specific to private security and loss prevention services. Upon completion, students should be able to explain the basic characteristics required of an effective private security and loss prevention services business.

**CJC 162. Intelligence Analysis and Security Management. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course examines intelligence analysis and its relationship to the security management of terrorist attacks and other threats to national security of the United States. Topics include a historic overview, definitions and concepts, intelligence evolution-politicization-operations-strategies, surveillance, analysis perspectives, covert action, and ethics. Upon completion, students should be able to outline intelligence policies, evaluate source information, implement intelligence techniques and analysis, identify threats, and apply ethical behaviors.

**CJC 170. Critical Incident Mgmt for Public Safety. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course prepares the student to specialize in the direct response, operations, and management of critical incidents. Emphasis is placed upon the theoretical and applied models to understand and manage disasters, terrorism, and school/work place violence. Upon completion, the student should be able to identify and discuss managerial techniques legal issues, and response procedures to critical incidents.

**CJC 212. Ethics & Community Relations. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers ethical considerations and accepted standards applicable to criminal justice organizations and professionals. Topics include ethical systems; social change, values, and norms; cultural diversity; citizen involvement in criminal justice issues; and other related topics. Upon completion, students should be able to apply ethical considerations to the decision-making process in identifiable criminal justice situations.

**CJC 215. Organization & Administration. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces the components and functions of organization and administration as it applies to the agencies of the criminal justice system. Topics include operations/functions of organizations; recruiting, training, and retention of personnel; funding and budgeting; communications; span of control and discretion; and other related topics. Upon completion, students should be able to identify and discuss the basic components and functions of a criminal justice organization and its administrative operations.

**CJC 221. Investigative Principles. 4.0 Credits.** Class-3.0. Clinical-0.0. Lab-2.0. Work-0.0

This course introduces the theories and fundamentals of the investigative process. Topics include crime scene/incident processing, information gathering techniques, collection/preservation of evidence, preparation of appropriate reports, court presentations, and other related topics. Upon completion, students should be able to identify, explain, and demonstrate the techniques of the investigative process, report preparation, and courtroom presentation.

**CJC 225. Crisis Intervention. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces critical incident intervention and management techniques as they apply to operational criminal justice practitioners. Emphasis is placed on the victim/offender situation as well as job-related high stress, dangerous, or problem-solving citizen contacts. Upon completion, students should be able to provide insightful analysis of emotional, violent, drug-induced, and other critical and/or stressful incidents that require field analysis and/or resolution.

**CJC 232. Civil Liability. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers liability issues for the criminal justice professional. Topics include civil rights violations, tort liability, employment issues, and other related topics. Upon completion, students should be able to explain civil trial procedures and discuss contemporary liability issues.

**CJC 233. Correctional Law. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces statutory/case law pertinent to correctional concepts, facilities, and related practices. Topics include examination of major legal issues encompassing incarceration, probation, parole, restitution, pardon, restoration of rights, and other related topics. Upon completion, students should be able to identify/discuss legal issues which directly affect correctional systems and personnel.

**CJC 240. Law Enforcement Mgmt & Supervision & Supervision. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course provides a study of the best known methods and practices of police leadership and management. Topics include the role of the manager in law enforcement, communications, time-management in law enforcement, managing problems, training and law enforcement productivity. Upon completion, students should be able to identify and discuss methods and practices capable of moving law enforcement agencies forward into the twenty-first century.

**CJC 264. Policing in the 21st Century. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course is designed to examine the issues and challenges facing law enforcement today through the study of real-world scenarios. Topics include professionalism, leadership, communication, diversity, and community relationships. Upon completion, students should be able to exhibit leadership abilities, demonstrate the importance of verbal and non-verbal communication, and display the professionalism and decorum required of public safety personnel.

**EMS 140. Rescue Scene Management. 2.0 Credits.** Class-1.0. Clinical-0.0. Lab-3.0. Work-0.0

This course introduces rescue scene management. Topics include response to hazardous material conditions, incident command, and extrication of patients from a variety of situations. Upon completion, students should be able to recognize and manage rescue operations based upon initial and follow-up scene assessment.

**EPT 124. EM Services Law & Ethics. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers federal and state laws that affect emergency service personnel in the event of a natural disaster or terrorist incident. Topics include initial response and long-term management strategies, with an emphasis on legal and ethical considerations and coordination between local, state, and federal agencies. Upon completion, students should have an understanding of the role of private industry, government agencies, public policies, and federal/state declarations of disasters in emergency situations.

**EPT 150. Incident Management. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces the National Incident Management System (NIMS). Topics include integrating command and control systems, maintaining communication within command and control systems, and using NIMS procedures. Upon completion, students should be able to demonstrate knowledge of key concepts necessary for operating within the National Incident Management System.

**EPT 210. Response & Recovery. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces the basic concepts, operational procedures, and authorities involved in response and recovery efforts to major disasters. Topics include federal, state, and local roles and responsibilities in major disaster, response, and recovery work, with an emphasis on governmental coordination. Upon completion, students should be able to implement a disaster response plan and assess the needs of those involved in a major disaster.

**FIP 152. Fire Protection Law. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers fire protection law as referenced in NFPA standard 1. Topics include legal terms, contracts, liability, review of case histories, and other related topics. Upon completion, students should be able to discuss laws, codes, and ordinances as they relate to fire protection.

**FIP 228. Local Government Finance. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course introduces local governmental financial principles and practices. Topics include budget preparation and justification, revenue policies, statutory requirements, audits, and the economic climate. Upon completion, students should be able to comprehend the importance of finance as it applies to the operations of a department.

**FIP 240. Fire Service Supervision. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers supervisory skills and practices in the fire protection field. Topics include the supervisor's job, supervision skills, the changing work environment, managing change, organizing for results, discipline and grievances, and safety. Upon completion, students should be able to demonstrate an understanding of the roles and responsibilities of effective fire service supervision, meeting elements of NFPA 1021.

**FIP 248. Fire Service Personnel Administration. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course covers the basics of setting up and administering the personnel functions of fire protection organizations referenced in NFPA standard 1021. Emphasis is placed on human resource planning, classification and job analysis, equal opportunity employment, affirmative action, recruitment, retention, development, performance evaluation, and assessment centers. Upon completion, students should be able to demonstrate knowledge of the personnel function as it relates to managing fire protection.

**FIP 256. Municipal Public Relations. 3.0 Credits.** Class-3.0. Clinical-0.0. Lab-0.0. Work-0.0

This course is a general survey of municipal public relations and their effect on the governmental process referenced in NFPA standard 1035. Topics include principles of public relations, press releases, press conferences, public information officers, image surveys, and the effects of perceived service on fire protection delivery. Upon completion, students should be able to manage public relations functions of organizations which meet elements of NFPA 1021 for Fire Officer I and II.

**PST 171. NCCCS Public Safety Training. 1.0 Credit.** Class-1.0.

Clinical-0.0. Lab-0.0. Work-0.0

This course is a mechanism for awarding prior learning credit for industry-recognized training and/or credentials. The prior learning source is NC Community College System (NCCCS) continuing education regulated by the State Board of Community Colleges and accredited through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Official documentation of successful completion of this training must be provided from the NCCCS and retained on file. \*16 Hours Minimum Documented Training Required.

**PST 172. NCCCS Public Safety Training. 2.0 Credits.** Class-1.0.

Clinical-0.0. Lab-2.0. Work-0.0

This course is a mechanism for awarding prior learning credit for industry-recognized training and/or credentials. The prior learning source is NC Community College System (NCCCS) continuing education regulated by the State Board of Community Colleges and accredited through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Official documentation of successful completion of this training must be provided from the NCCCS and retained on file. \*48 Hours Minimum Documented Training Required.

**PST 173. NCCCS Public Safety Training. 3.0 Credits.** Class-1.0.

Clinical-0.0. Lab-4.0. Work-0.0

This course is a mechanism for awarding prior learning credit for industry-recognized training and/or credentials. The prior learning source is NC Community College System (NCCCS) continuing education regulated by the State Board of Community Colleges and accredited through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Official documentation of successful completion of this training must be provided from the NCCCS and retained on file. \*80 Hours Minimum Documented Training Required.

**PST 174. NCCCS Public Safety Training. 4.0 Credits.** Class-2.0.

Clinical-0.0. Lab-6.0. Work-0.0

This course is a mechanism for awarding prior learning credit for industry-recognized training and/or credentials. The prior learning source is NC Community College System (NCCCS) continuing education regulated by the State Board of Community Colleges and accredited through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Official documentation of successful completion of this training must be provided from the NCCCS and retained on file. \*128 Hours Minimum Documented Training Required.

**PST 175. NCCCS Public Safety Training. 5.0 Credits.** Class-2.0.

Clinical-0.0. Lab-9.0. Work-0.0

This course is a mechanism for awarding prior learning credit for industry-recognized training and/or credentials. The prior learning source is NC Community College System (NCCCS) continuing education regulated by the State Board of Community Colleges and accredited through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Official documentation of successful completion of this training must be provided from the NCCCS and retained on file. \*176 Hours Minimum Documented Training Required.

**PST 176. NCCCS Public Safety Training. 6.0 Credits.** Class-2.0.

Clinical-0.0. Lab-12.0. Work-0.0

This course is a mechanism for awarding prior learning credit for industry-recognized training and/or credentials. The prior learning source is NC Community College System (NCCCS) continuing education regulated by the State Board of Community Colleges and accredited through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Official documentation of successful completion of this training must be provided from the NCCCS and retained on file. \*224 Hours Minimum Documented Training Required.

**PST 177. NCCCS Public Safety Training. 7.0 Credits.** Class-2.0.

Clinical-0.0. Lab-15.0. Work-0.0

This course is a mechanism for awarding prior learning credit for industry-recognized training and/or credentials. The prior learning source is NC Community College System (NCCCS) continuing education regulated by the State Board of Community Colleges and accredited through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Official documentation of successful completion of this training must be provided from the NCCCS and retained on file. \*272 Hours Minimum Documented Training Required.

**PST 178. NCCCS Public Safety Training. 8.0 Credits.** Class-2.0.

Clinical-0.0. Lab-18.0. Work-0.0

This course is a mechanism for awarding prior learning credit for industry-recognized training and/or credentials. The prior learning source is NC Community College System (NCCCS) continuing education regulated by the State Board of Community Colleges and accredited through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Official documentation of successful completion of this training must be provided from the NCCCS and retained on file. \*320 Hours Minimum Documented Training Required.

**PST 179. NCCCS Public Safety Training. 9.0 Credits.** Class-2.0.

Clinical-0.0. Lab-21.0. Work-0.0

This course is a mechanism for awarding prior learning credit for industry-recognized training and/or credentials. The prior learning source is NC Community College System (NCCCS) continuing education regulated by the State Board of Community Colleges and accredited through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Official documentation of successful completion of this training must be provided from the NCCCS and retained on file. \*368 Hours Minimum Documented Training Required.