

Revised 7/23/07

**PROPOSAL SUMMARY AND ROUTING FORM**






**Proposal Title: Firearms for Corrections and Generalists**

Initiating Unit or Individual: School of Criminal Justice

Contact Person's Name: Frank Crowe e-mail: crowef@ferris.edu phone: 591-2840

Date or Term of Proposal Implementation: Summer 2008

- Group I - A – New degree/major or major, redirection of a current offering, or elimination of a degree, major or minor
- Group I - B – New minors or concentrations
- Group II - A – Minor curriculum clean-up and course changes
- Group II - B – New Course
- Group III - Certificates
- Group IV – Off-Campus Programs

Group/Individual	Signature	Date	Vote/Action *
Program Faculty		10/23/07	<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Department Faculty		10/23/07	<u>12</u> <input type="checkbox"/> Support <u>0</u> <input type="checkbox"/> Support with Concerns <u>0</u> <input type="checkbox"/> Not Support
Department Head		10/23/07	<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
College Curriculum Committee		11/13/07	<u>4</u> <input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Dean		11/13/07	<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
University Curriculum Committee			<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Senate			<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Academic Affairs			<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support

\* Support with Concerns or Not Support must include a list of specific concerns. Votes must be shown for faculty groups. Administrators check appropriate action taken.

<b>To be completed by Academic Affairs</b>		
_____ President (Date Approved)	_____ Board of Trustees (Date Approved)	_____ President's Council (Date Approved)

This course is a virtual replication of CRIM-356 Firearms for the Law Enforcement Academy with less student contact hours required. We are requesting a course specifically focused toward Generalist and Corrections track students within the School of Criminal Justice. We have been providing CRIM-356 for the Generalist/Corrections students for many years, but have determined that it may be better to delineate this proposed course from the course with State of Michigan mandates (CRIM-356). The proposed course CRIM-357 will not have any state requirements beyond the delivery of a CCW Civilian Pistol Safety Training Certificate. This is an added bonus for our students only if they desire being licensed to carry concealed weapons. The procurement of the safety certificate for the students is not required in any fashion. We play no part in the issuance of CCW permits, only in providing a certificate verifying that the required Michigan safety training has been completed. However, I do this as favor to our students, and I am the only FSU faculty member licensed to provide this certificate.

This course fully incorporates all CCW Civilian Pistol Safety Training Course objectives required by Michigan. The State of Michigan requires only 5 hours of classroom instruction and 3 hours of pistol shooting in order to qualify to carry a conceal weapon. The student must be able to successfully pass a written exam (test questions are at the instructor's discretion) and successfully place five rounds on an 11" x 25.5" paper target from 4 yards away. If the student is successful, I am certified by the State of Michigan (Number LEI54294) to provide them with a CCW Pistol Safety Course Completion Certificate. The proposed course (CRIM357) greatly surpasses these mandates by providing 16 hours of classroom instruction and 44 hours of experiential learning firing handguns, shotguns, and rifles. The written assessment examination tests the students' knowledge in all areas of firearms handling, including the criminal and civil laws associated with the use of deadly force by a civilian. This course is challenging and was geared toward law enforcement academy students who will be future police officers. I have mirrored many of the course standards from CRIM-356 and will teach the course in a very similar fashion. The student in the proposed course will be required to pass virtually the same written examination and practical assessments as the law enforcement academy students, with the exception that they will not need to formally display their marksmanship skills to a level equal to that as required to become licensed as a police officer. Michigan requires police officer candidates to display a significant level of marksmanship in order to be licensed as a police officer. The proposed course does not intend to require that same high standard in order to pass the course successfully.

The updated course outline (attached) has been adjusted to meet the 60 hour requirement for a lecture/lab course as required. I have additionally removed the provision allowing the "Director of the School of Criminal Justice" to approve other students admission to the course. This will limit enrollment to Criminal Justice majors only.

I assure you that firearms safety is of the utmost concern throughout the course. The students handle and manipulate all weapons in the classroom before ever being allowed to load the weapons with live ammunition on firing range. They receive intensive instruction on safe handling and marksmanship skills during the classroom portion of the course where firearms

handling drills are performed in front of multiple certified firearms instructors. Further, there is an instructor-to-student ratio on the firearms range of 1:5 (at a maximum) and has been 1:3 as a normal practice. The State of Michigan mandates the 1:5 ratios, with an additional Range Master (myself) in charge.

In response to the questions related to “serious safety issues,” I am not clear on the specific issues other than what would normally be expected during the handling and discharge of firearms. Safety is the main priority and is diligently observed and enforced by all of the certified police firearms instructors employed to supervise and assist in the instruction of this course.

Hopefully, I have clarified all concerns that were submitted to me by Leonard Johnson in a recent email message.

Respectfully,

Cecil R. Queen  
Associate Professor

**1. Proposal Summary**

(Summary is generally less than one page. Briefly: state what is proposed with a summary of rationale and highlights. Additional rationale may be attached.)

Currently, CRIM-356 is the only firearms course offered by Ferris State University and is designed to provide law enforcement students only (Law Enforcement Academy – State Licensure Program) with the firearms skills required by the Michigan Commission on Law Enforcement Standards (MCOLES). MCOLES provides mandates, rules, regulations, and strict guidelines that pertain only to students who have applied for and been accepted into the police officer licensure academy at FSU.

Students outside of this licensure program continually request firearms instruction in order to better prepare themselves for future careers in criminal justice where firearms are anticipated to be tools of their trade (corrections officers, jail officers, prisoner transportation, probation, parole, corporate security, asset protection). These FSU students need a course (CRIM-357) designed toward their specific future needs while simultaneously not being regulated by a Michigan agency (MCOLES) that has no lawful control over their education and career goals.

CRIM-357 is designed to provide non-law enforcement criminal justice students with the ability to study and acquire basic skills, knowledge, and abilities related to making proper legal and ethical decisions regarding the use of deadly force. Students will also become competent in the safe handling of various firearms, with a focus toward handguns, shotguns, and rifles. This course will examine various contemporary issues impacting the use of deadly force, the criminal justice system, and the public who expect protection from danger from the criminal justice system. Upon successful completion of the course, students will have displayed the basic firearms skills required by the Michigan Corrections Officers Training Council (MCOTC) for corrections officers and other positions within the Michigan Department of Corrections and will have displayed the basic firearms skills required by many law enforcement agencies outside of Michigan. Successful students will also obtain a Michigan Carry Concealed Weapons (CCW) Civilian Pistol Safety training course certificate for use in securing a Michigan CCW License.

The course is concerned with the development of critical thinking, spirited discussions led by students, and learning to challenge other ways of thinking. This learner-centered environment will provide extensive hands-on, experiential learning opportunities where students will interact in a problem-based learning structure whenever applicable. The instructors will act as facilitators in class and trainers on the firearms range. Personal safety and safe handling of firearms at all times is central to the students’ successful completion of this course.

**2. Summary of All Course Action Required\***

**a. Newly Created Courses to FSU:**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
<b>CRIM</b>	<b>357</b>	<b>Firearms for Corrections and Generalists</b>

**b. Courses to be Deleted From FSU Catalog:**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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**c. Existing Course(s) to be Modified:**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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**d. Addition of existing FSU courses to program**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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**e. Removal of existing FSU courses from program**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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\*Contact Senate Secretary or UCC Chair if spaces for additional courses are needed.

## FLITE SERVICES CONSULTATION FORM

To be completed by the liaison librarian and approved by the Dean of FLITE. All returned forms should be included in the proposal. **FLITE must respond within 20 calendar days of receipt of this form to insure that the form is included in the final proposal.**

**FAILURE TO RESPOND IS CONSIDERED AS SUPPORT OF THE CHANGE.**

**RE: Proposal Title:** Crim 597-Independent Study

**Projected number of students per year affected by proposed change:** 10

**Initiator(s):** Master of Science in Criminal Justice Administration

**Proposal Contact:** Nancy Hogan, Graduate Coordinator Date Sent: 10-30-07

**Department:** School of Criminal Justice **Campus Address:** 506 Bishop Hall  
(Please print)

**Liaison Librarian Signature:** *Hester L. Metz* **Date:** 11/8/07

**Dean of FLITE Signature:** *Paul M. Lee* **Date Returned:** 11/9/07

Based upon our review on 11/8/07 (date), FLITE concludes that:

- Library resources to support the proposed curriculum change are currently available.
- Additional Library resources are needed but can be obtained from current funds.
- Support, but significant additional Library funds/resources are required in the amount of \$\_\_\_\_\_.
- Does not support the proposal for reasons listed below.

**Comment regarding the impact this proposal will have on library resources, collection development, programs, etc. Use additional pages if necessary.**

This independent study is being created to meet the federal guidelines for Graduate financial aid. Prior to this, students used Crim 497, which is an undergraduate course. No resources are needed from the library for this course.

**NEW COURSE INFORMATION FORM***See Sample – Limit to Two Pages Please***Course Identification:**

<b>Prefix:</b>	<b>Number</b>	<b>Title</b>
<b>CRIM</b>	<b>357</b>	<b>Firearms for Corrections and Generalists</b>

**Course Description:**

Basic firearms marksmanship, competence in safe handling, and lawful discharge of pistols, rifles, and shotguns for non-law enforcement students within the School of Criminal Justice. This course meets general firearms guidelines for MCOTC and MCOLES. CCW Pistol Safety training course certificate provided to successful students.

Credit Hours: 3 (2 Lecture, 3 Lab)

Semester: Summer

Prerequisite: Junior/Senior status in generalist or corrections in Criminal Justice or by permission of Director of School of Criminal Justice.

**Course Outcomes and Assessment Plan:**

The students will explore the application of firearms as a tool for criminal justice professionals as they work toward the completion of their baccalaureate studies at Ferris State University. Students will be required to research, assess, review, and discuss problems as presented. Various personal firearm skills critical to the MCOTC certification process will be taught, learned, and demonstrated that include written and verbal communication, critical thinking, problem solving, research, observation, team work, and organization. The following student learning outcomes are expected:

1. To demonstrate their understanding of the legal, moral, and ethical conditions of police firearms use and the Michigan CCW statutes.
2. To evaluate and reveal cognition of survival tactics in life-threatening confrontations, including proper drawing and holstering/slinging of long guns and handguns, as well as utilizing cover and concealment tactics.
3. To identify basic weapon nomenclature and safety features of various firearms and to demonstrate a working knowledge of firearms and ammunition.
4. To demonstrate the methods used to safely handle a variety of firearms including typical police duty weapons and to always display and practice the cardinal rules firearms safety. The students will also be able to demonstrate their ability to disassemble, assemble, clean, lubricate and describe maintenance schedules for each weapon.
5. To exhibit safe and appropriate weapon loading and unloading procedures, as well as proper tactical, emergency, and combat loading for handguns, rifles, and shotguns.
6. To exhibit proper shooting positions and platforms while displaying the appropriate grip, trigger control, breath control, sight picture, and sight alignment.
7. To also display satisfactory abilities to clear multiple phases of semi-automatic weapon malfunctions and to exhibit the ability to effectively adapt to changing conditions and circumstances presented during shooting decision making.

8. To demonstrate proficiency of all range exercises and procedures related to the firearms training objectives, as well as successfully passing all course written examinations and quizzes.
9. To exhibit safe, effective, professional, and responsible student behaviors as related to weapon and ammunition handling, class attendance, being on time, meeting or surpassing minimum assignment requirements, and completing assignments when required.
10. To constantly display a team approach to all assignments pertinent to the firearms range, such as clean-up, equipment set-up and storage, weapon maintenance and care, general facility maintenance, etc.
11. Students will be prepared for class each day by reading and analyzing the assigned readings, by wearing the proper protective clothing, and by bringing the required safety equipment as necessary.

## **Course Outline including Time Allocation:**

### **Course Outline – CRIM-356**

#### **I. Introduction to Firearms (12 Hours - Classroom)**

- Cardinal Rules of Firearms Safety
- Effects of Stress on Humans during Survival or Traumatic Events
- Marksmanship and Ballistic Fundamentals
- Weapon Nomenclature and Safety Features
- Safe Handling and Grounding of Weapons
- Weapon Malfunctions
- Assembly/Disassembly of Handguns and Shotguns
- Loading/Unloading Procedures
- Ammunition Considerations
- Proper Cleaning and Lubrication of Weapons
- Legal Issues for the Use of Force and Carrying Concealed Weapons
- Written Examination

#### **II. Practical Handling of Weapons (4 Hours - Classroom)**

- Practice Loading/Unloading Handguns
- Practice Loading/Unloading Long Guns
- Practice Clearing Weapon Malfunctions
- Use of Holsters
- Pass Functional Skills Evaluation

#### **III. Live Fire Exercises and Instruction (44 Hours – Firearms Range)**

- Equipment Distribution and Inspection
- General Range Rules and Line Commands Review
- Use of Weapon Holsters and Practice Safe Drawing
- Practice Marksmanship Fundamentals
- Discharging Revolvers, Semiautomatic Handguns, and Long Guns
- Practice Basic Marksmanship and Safe Weapon Handling Skills
- Practice Clearing Weapon Malfunctions
- Firing from Different Positions (Standing, Kneeling, Prone)
- Care and Maintenance of Weapons and Range
- Weapon Discharge and Handling Skills Evaluation

# CREATE NEW COURSE

# FORM F

## Course Data Entry Form

Create New Course  
Rev. 07/23/07

### I. ACTION TO BE TAKEN: CREATE A NEW COURSE

Notes

1. Complete each item in Section I and Section II.
2. If this course is to be used as a prerequisite for other university courses, Form Fs that reflect the prerequisite change must be submitted for those courses as well.

Term Effective (6 digit code only):  Examples: 200801(Spring), 200805(Summer), 200808(Fall)

Note: The first four digits indicate year, the next two digits indicate month in which term begins.

### II. PROPOSED FOR NEW COURSE: Complete all sections a through r, See manual for clarification.

a. Course Prefix

b. Number

c. Enter Contact Hours per week in boxes.

LECTure

LAB

INDEpendent Study – Check (x)

Practicum:

Seminar:

d. Course Title:  (Limit to 30 characters/spaces.)

e. College Code:

f. Department Code:

Credit Hours: Check (x) type and enter maximum and minimum hours in boxes.

g. Type:  Variable  Fixed h. Minimum Credit Hours  i. Maximum Credit Hours

j. May Be Repeated for Added Credit: Check (x)  Yes  No

k. Levels: Check (x)  Undergraduate  Graduate  Professional

l. Grade Method: Check (x)  Normal Grading  Credit/No Credit only (Pass/Fail)

m. Does proposed new course replace an equivalent course? Check (x)  Yes  No

n. Equivalent course: Prefix  Number  See instructions on Replacement courses.

o. CATALOG DESCRIPTION – Limit to 75 words – PLEASE BE CONCISE.

Basic firearms marksmanship, competence in safe handling, and lawful discharge of pistols, rifles, and shotguns for non-law enforcement students within the School of Criminal Justice. This course meets general firearms guidelines for MCOTC and MCOLES. CCW Pistol Safety training course certificate provided to successful students.

p. Term(s) Offered:  (See instructions for listing.) q. Max. Section Enrollment:

r. Prerequisites/Co-requisites/Restrictions: (If none, leave blank.) Limited to 100 spaces.

Junior/Senior status in generalist or corrections in Criminal Justice.

UCC Chair Signature/Date:

\_\_\_\_\_/\_\_\_\_/\_\_\_\_

Academic Affairs Approval Signature/Date:

\_\_\_\_\_/\_\_\_\_/\_\_\_\_

To be completed by Academic Affairs Office: - Standard & Measures Coding and General Education Code

Basic Skill (BS)  General Education (GE)  Occupational Education (OC)  G.E. Codes

### Office of the Registrar use ONLY

Date Rec'd: \_\_\_\_ Date Completed: \_\_\_\_ Entered: SCACRSE \_\_ SCADETL \_\_ SCARRES \_\_ SCAPREQ \_\_