

COURSE SYLLABUS

CJLE 1211 (2:1:2)

BASIC FIREARMS

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Criminal Justice/Law Enforcement Technology

Department of Professional Services & Energy

SOUTH PLAINS COLLEGE

**Fall 2019**

Campuses:  
Levelland

## COURSE SYLLABUS

**COURSE TITLE:** **CJLE 1211 BASIC FIREARMS**

**INSTRUCTOR:** Mark Wittie

**OFFICE LOCATION** LE 110

**AND PHONE/E-MAIL:** 806-716-2356/ [mwittie@southplainscollege.edu](mailto:mwittie@southplainscollege.edu)

**OFFICE HOURS** Posted on my office door

SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

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### I. GENERAL COURSE INFORMATION:

- A. Course Description: The student will identify basic firearm safety, care and cleaning techniques; and demonstrate proper shooting principles and proficiency with a handgun and shotgun. Students will understand general laws regarding firearms. This course will allow the student limited shooting opportunities. The student will be furnished targets ,ammunition, safety devices as well as a firearm. Both full and part-time students must have the college's Student Accident Insurance. This class is a prerequisite for CJLE 2237, Advanced Firearms.
- B. Course Goals/Objectives: The goals/objectives of this course are:
- Designed to help the student develop a respect for firearms safety, shooting techniques and general laws regarding firearms.
  - Student will be provided with the understanding of the responsibility of being a competent owner of a firearm.
  - Provide the student with the knowledge of care and cleaning of firearms.
  - Emphasis will be placed on target shooting.
  - Emphasis will be placed on the proficiency with a shotgun.
- C. Course Competencies: Upon successful completion of this course, each student will have demonstrated through comprehensive examinations, with a score of 70% or better, a competent understanding of:
- the safety rules needed to perform in the firing range;
  - the general laws regarding firearms in Texas;
  - specific shooting techniques in marksmanship;
  - safe care and handling of firearms.
- D, Academic Integrity: It is the aim of the Law Enforcement faculty of South Plains Colleges to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own work which he or she has not honestly performed is regarded by the faculty and administration as a most

serious offense and renders the offender liable to serious consequences, possibly suspension. Students should refer to the SPC General Catalog policy regarding consequences for cheating and plagiarism (see "Academic Integrity" as well as "Student Conduct" sections in college catalog). At times, working with other students is encouraged for some assignments and meets SCANS competencies C-9 through C-14. If you have a question as to whether you may work with other students on any assignment, ASK YOUR INSTRUCTOR.

- E. SCANS and Foundation Skills. This course covers SCANS Occupational Competencies C- 1,2,3,9,10,16,20 and Foundation Skills F-3,5..

## II. SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS:

- A. Textbook and Other Materials: Handouts and materials presented in class. Student must have a gun cleaning kit.
- B. Class Attendance. Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. Students must attend and/or participate in all classes for which financial aid is awarded. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the Student will owe any balance resulting from the adjustment.

- C. Assignment Policy. All required work must be turned in on time in order that the student may benefit from the corrections and study for future examinations. Assigned outside work is **DUE ON THE CLASS PERIOD ASSIGNED**. Late work generally is not acceptable; however, special consideration is subject to instructor discretion for exceptional circumstances. The instructor has sole discretion whether the exception is cleared and whether or not the work is acceptable.
- D. Grading Policy/Procedure and/or methods of evaluation. An accumulative point system will be utilized to determine the final grade that the student will receive for the course. The student's grade will be determined by adding the total points earned during the semester from examinations and assignments. (Note: See the General College Catalog "Grade and Reports" for explanation of grades and grade point averages.) Points will be determined in accordance with the following outline:

	<b>TOTAL</b>
<b>1 Major Exam</b>	<b>100 points</b>
<b>First Qualification</b>	<b>250 points</b>
<b>Second Qualification</b>	<b>250 points</b>
<b>Participation/Attendance</b>	<b>100 points</b>
<b>Total Points Possible</b>	<b>700 points</b>

\*Make-up tests may be administered at the discretion of the instructor; students are expected to be present and prepared for all announced examinations.

\*\* Final Examination is required for all students.

**GRADING GUIDELINE:**

<b>Total Points Accumulated</b>	<b>=</b>	<b>Grade Earned</b>
<b>630 to 700 points</b>	<b>=</b>	<b>A</b>
<b>560 to 629 points</b>	<b>=</b>	<b>B</b>
<b>490 to 559 points</b>	<b>=</b>	<b>C</b>
<b>420 to 489 points</b>	<b>=</b>	<b>D</b>
<b>419 or fewer</b>	<b>=</b>	<b>F</b>

- E. Special Requirements--Safety Policy. Students should adhere to safety standards established in the SPC Student Handbook. Students in law enforcement/criminal justice must follow all safe practices in the Firing Range and other laboratory work areas. Further, chemical hazards and appropriate MSDS safety practices will be covered by the instructor during the first class session if potential for exposure exists.

F. ADA Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office through the Guidance and Counseling Centers at Reese Center (Building 8) [716-4606](tel:716-4606), or Levelland (Student Services Building) [716-2577](tel:716-2577).

G. ***South Plains College permits the lawful carry of concealed handguns in accordance with Texas state law, and Texas Senate Bill 11. Individuals possessing a valid License to Carry permit, or the formerly issued Concealed Handgun License, may carry a concealed handgun at all campus locations except for the following.***

- ***Natatorium***

***For a complete list of campus carry exclusions zones by event, please visit <http://www.southplainscollege.edu/campuscarry.php>***

## SPC FIREARMS SAFETY RULES FOR THE PISTOL RANGE

1. All use of firearms shall be properly and adequately supervised and no one is allowed in the range without permission and supervision of the Rangemaster.
2. No alcoholic beverages or intoxicating substances are allowed in the range area or on the campus of South Plains College. Persons under the influence of intoxicating substances will not handle firearms or remain in the range area. Uses of tobacco products, including snuff, are prohibited in the building.
3. Horseplay, and unconventional shooting tactics are strictly PROHIBITED AT ALL TIME!
4. Weapons must be transported in a legal manner. Weapons must be unloaded and cased. You may not carry a loaded weapon on your person while coming into the range nor may you remove the weapon from its case until you enter the range.
5. Shooters must sign in and out of the range. Use the "Statement of Condition" card. Replace your card in the proper place before leaving the range. Current status is required.
6. Treat every weapon as though it is loaded until YOU have personally checked the weapon and found it to be otherwise. Open the cylinder or check the breech to ensure that the weapon is safe. Make the weapon safe; if it is loaded either unload or contact the Rangemaster.
7. Never leave a weapon unattended.
8. Weapons may not be loaded until the shooter is actually in the shooting booth. Before loading a firearm, be sure there is no obstruction in the barrel.
9. Weapons will be kept pointed down range or holstered at all times and never permit the muzzle of a firearm to touch the ground or shooters booth.
- 10 "Quick draw" or unconventional shooting tactics are prohibited at all times.
- 11 Never leave the firing line without first notifying the Rangemaster and securing the firing point.
- 12 In case of a misfire, weapon MUST be kept pointed down range until cleared and the rangemaster must be notified.
- 13 Only one shooter will be permitted at a firing point except:
  1. A parent/legal guardian may supervise one shooter under the age of 18 and;
  2. only one weapon may be fired at a time from this lane.

14. Shoot only at designated targets and only at times so designated by the Rangemaster. Never anticipate a command.
15. NEVER point a weapon (loaded or unloaded) at ANYONE. DO NOT TURN AROUND IN THE SHOOTING BOOTH WITH A WEAPON IN YOUR HAND!
16. When a person is approaching or retreating from the firing line he or she must carry the unloaded weapon "open-breached" (revolver with cylinder open or semi-automatic with slide locked to the rearmost position) or cased (holstered or otherwise contained).
17. All weapons must be properly cased before leaving the firing range. Other than peace officers, no weapon may be exposed on the person's body. Peace officers are requested to conceal their weapon when not in uniform.

ADDITIONAL INFORMATION:

1. Groups can contract to use the range. Contracts for the range must be made at least one week in advance; the contract will be for a minimum of two hours. The cost for five lanes will be \$3 per hour/minimum of two hours (\$30 minimum per contract). These fees are payable before the group begins shooting.
2. All group participants who shoot must have a range participation card.
3. A person who has a range participation card is a "Certified Hand-gunner" who may use the range when it is open to the public.
4. Range participation cards are valid for one year and may be renewed by re-examination that may be given orally or in writing. Cost for written examinations will be \$2.
5. Cost for range usage when the range is "open to the public" will be as follows:
  - a. General Public - \$4 per hour
  - b. Peace Officers - \$1 per hour
  - c. SPC students with Activity Card - \$1 per hour
  - d. SPC faculty - \$1 per hour
6. All fees are payable before the individual begins shooting. There will be no refunds except for special circumstances that are beyond the control of the range-master, such as an electrical failure.
7. On days that the range is "open to the Public, Participants must provide their own lead-free ammunition and weapon. All weapons are subject to inspection by the range-master. Participants will not be allowed to use faulty weapons.
8. Cardboard and targets are provided as a portion of the fees collected. Participants are encouraged to use their own eye/ear protectors. Participants in regular firearm classes may be permitted to use available equipment.
9. All participants in regularly scheduled classes are expected to have their own gun cleaning kits. Instructors may use alternative activities (such as "dry-firing" practice for shooters who do not bring appropriate supplies to class.
10. Each person is responsible for his or her "Statement of Conditions Card." Participants must sign in and out of the range on this card each time the range is used. When you enter the range, obtain your card from the file box and leave the card out until you are ready to leave the range.

Before leaving the range, initial your departure time and refile the card; cards left out of the file box are subject to being destroyed and the person will take a new examination to obtain a new card.