

# **Campus Public Safety Officers Course**

**September 2016**

**Administrator's Guide**



**Division of Criminal  
Justice Services**

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## Campus Public Safety Officer Course

The Campus Public Safety Officer Course has been developed to train public safety officers who protect college campuses in the State of New York. This includes:

- peace officers who are appointed by a community college pursuant to § § 6306 and 6310 of the Education Law peace officers who are appointed by a community college and are required to satisfactorily complete a course of law enforcement training prescribed by the Municipal Police Training Council in consultation with the State University Board of Trustees.
- peace officers working in the college campus environment pursuant to their special duties (Examples – Ithaca College and Canisius College).
- private college campus security officers appointed pursuant to the Education Law § 6435 and are required to successfully complete a course of instruction in public and private law enforcement. Private college campus security officers must also meet the licensing and training requirements for security guards.

The course is a compilation of units contained in the current Basic Course for Police Officers (BCPO) curriculum that are relevant to public safety officers working in the college campus environment. Accordingly, all rules and regulations regarding the administration of the BCPO must be followed. The BCPO is certified by the Municipal Police Training Council (MPTC).

This course replaces the Basic Course for Private College / University Campus Security Officers that was developed pursuant to Chapter 611 of the Laws of 1995.

### Curriculum

The Municipal Police Training Council approved the Campus Public Safety Officer Course curriculum on January 15, 2004. Completion of this course satisfies the peace officer basic training mandates of § 2.30 of the Criminal Procedure Law and § § 6306 and 6310 of the Education Law. On June 23, 2004, the MPTC approved this course for private college / university security officers pursuant to § 6435 of the Education Law.

This course contains a minimum of 339 hours and must be taught by instructors certified pursuant to Title 9 NYCRR Part 6023. Hours may be increased and topics may be added at the discretion of the School Director. An outline of the specific units of the BCPO used in presenting this program and the *minimum* hours are described in the Summary of Units of Instruction.

## Peace Officer Certification

Peace officers who successfully complete the Campus Public Safety Officer Course will be granted MPTC certificates for the:

- Campus Public Safety Officer Course,
- Basic Course for Peace Officers without Firearms,
- Initial Other Weapons - Baton, and
- Initial Other Weapons - Aerosol Subject Restraint Device.

Colleges may require peace officers employed by them to attend an entire Basic Course for Police Officers (BCPO) instead of this course. BCPO students, who are peace officers, will be granted MPTC certificates for the:

- Campus Public Safety Officers Course,
- Basic Course for Peace Officers with Firearms,
- Initial Other Weapons - Baton, and
- Initial Other Weapons - Aerosol Subject Restraint Device.

## Private College Campus Security Officer Certification

Private college campus security officers who successfully complete the course will be granted MPTC certificates for the Campus Public Safety Officer Course.

Colleges may require private college campus security officers employed by them to attend an entire Basic Course for Police Officers (BCPO) instead of this course. BCPO students who are private college campus security officers will be granted an MPTC certificate for the Campus Public Safety Officers Course. Those students will be able to make application for a waiver for the 47 Hour Firearms Training Course for Armed Security Guards from the DCJS Security Guard Program, if they desire to seek an armed security guard license from the Department of State.

## Student Pre-Requisites

Peace officers must be appointed to a peace officer position at the time they attend the course pursuant to the provisions of the Criminal Procedure Law and Title 9 of the Compilation of Codes, Rules, and Regulations of the State of New York Part 6025.

Private college campus security officers must be trained and licensed Security Guards at the time they attend the course, pursuant to the provisions of the Education Law and the General Business Law.

## Firearms Training

This course does not include initial firearms' training that is mandated if a peace officer or college security officer carries a firearm at any time during the course of their duties.

If a 40 hours Firearms Training unit is presented immediately following the course, students who successfully complete the course will be issued an Initial Firearms Course certificate. The seven hour Use of Force unit is included in the Campus Public Safety Officer Course.

If the Initial Firearms Course is completed at any other time, students will be required to successfully complete the entire 47 hour course.

## Compatible Training

Public safety officers who hold a valid MPTC Basic Course for Police Officers certificate are exempt from taking this course. Validity of a certificate is determined pursuant to the provisions of Section 209-q of the General Municipal Law. Those officers with expired BCPO certificates may attend the applicable units of the Police Refresher Course to meet this standard.

Students who hold a valid Pre-Employment Police Basic Training Course record on an Official Transcript from an accredited college located in New York State are not required to complete the entire course. These students will be required to successfully complete the following units to receive the appropriate certificates for their title:

Impact Weapons	8 hours
Counter-Terrorism	8 hours

## Equivalency Training

Issuance of an equivalency certificate for those applicants with prior police experience and training, similar to the provisions of 9 NYCRR 6020.8, is permitted. DCJS will conduct a comparison of the prior training received while an applicant was employed by a police officer in another state, after they are appointed and upon request by an employer.

## Course Documentation

The Course Director is responsible for maintenance of course records and filing the required documentation with the Division of Criminal Justice Services.

## Campus Public Safety Officer Course

*Summary of Units of the Basic Course for Police Officers  
Units that are not required are indicated below*

<b>Topic</b>		<b>Required</b>
<b>Administration of Justice - Part 1</b>		
Introduction to Criminal Justice (Includes College Public Safety)	Part 1-A	> 0
Jurisdictions and Responsibilities of Law Enforcement (Includes College Public Safety, <b>Cleary Act responsibility of the college president and public safety, and Title IX of the Education Amendments of 1972 (20 U.S.C. §1681) related to campus public safety</b> )	Part 1-B	> 0
Adjudicatory Process and Court Structure Civil & Criminal (Includes Campus Judicial Process)	Part 1-C	> 0
<b>Total of Part 1</b>		4
<b>Introduction to Law Enforcement – Part 2</b>		
Constitutional Law	Part 2-A	2
Discretionary Powers	Part 2-B	2
Ethical Awareness	Part 2-C	12
**Physical Fitness and Wellness (Only Wellness and Officer Stress Awareness)	Part 2-D	4
<b>Laws of New York State - Part 3</b>		
New York State Penal Law Offenses (Must include §265.10, Sub. 7)	Part 3-A	16
Justification - Use of Physical Force and Deadly Physical Force	Part 3-B	7

New York State Criminal Procedure Law (Include peace officer authority)	Part 3-C	21
New York State Juvenile Law and Procedures	Part 3-D	6
Civil Liability and Risk Management	Part 3-E	2
Ancillary New York State Statutes (Includes Education Law unique to peace officers and campus security officers)	Part 3-F	2
New York State Vehicle and Traffic Law	Part 3-G	5
<b>Law Enforcement Skills - Part 4</b>		
Field Note-Taking	Part 4-A	2
Report Writing	Part 4-B	7
Communications	Part 4-C	4
Observation and Patrol	Part 4-D	4
Case Preparation and Demeanor in Official Proceedings	Part 4-E	7
Mental Illness	Part 4-F	14
Crimes in Progress	Part 4-G	4
Arrest Processing	Part 4-H	5
Professional Traffic Stops	Part 4-I	5
Interpersonal Skills - Arrest Techniques	Part 4-J	40
Emergency Medical Services  (NHTSA Curriculum not used. National Safety Council “ <u>Standard First Aid and CPR Course</u> ” and American Red Cross “ <u>American Red Cross First Aid and CPR Course</u> ” or equivalent course approved by the NYS Department of Health)	Part 4-K	9
Emergency Vehicle Operation and Control	Part 4-L	21
**Firearms Training  (Firearms Safety and Familiarization of Revolvers, Pistols, Shotguns, and Rifles only)	Part 4-M	3

<del>Supervised Field Training Review and Orientation</del>	<del>Part 4-N</del>	<del>160</del>
Traffic Direction and Control	Part 4-O	2
Traffic Enforcement	Part 4-P	4
DWI Detection and Standardized Field Sobriety Testing (Alcohol Intoxication Testing)	Part 4-Q	21
Physical Evidence	Part 4-R	12
<b>Off-Duty and Plain Clothes Police Encounters</b>	Part 4-S	4
<b>Community Interaction - Part 5</b>		
<del>Intoxication</del>	<del>Part 5-A</del>	<del>2</del>
Community Resources - Victim/Witness Services	Part 5-B	3
Crime Prevention and Crime Against the Elderly	Part 5-C	4
Cultural Diversity/Bias Related Incidents and Sexual Harassment	Part 5-D	5
<del>Persons with Disabilities</del>	<del>Part 5-E</del>	<del>2</del>
Community Oriented Policing and Problem Solving - Media Relations	Part 5-F	2
<b>Mass Casualties and Major Events - Part 6</b>		
Standardized Response Plans for Unusual Events	Part 6-A	8
Counter Terrorism	Part 6-B	8
<del>The Nature and Control of Civil Disorder</del>	<del>Part 6-C</del>	<del>2</del>
<b>Investigations - Part 7</b>		
Domestic Violence (Includes Workplace Violence)	Part 7-A	14
<del>Organized Crime Familiarization/Enterprise Corruption</del>	<del>Part 7-B</del>	<del>2</del>
Preliminary Investigation and Information Development	Part 7-C	2
Interviewing Techniques	Part 7-D	5
Common Criminal Investigation Techniques	Part 7-E	10
Basic Crash Management and Reporting	Part 7-F	14

Injury and Death Cases	Part 7-G	3
Sex Crimes	Part 7-H	2
Narcotics and Dangerous Drugs	Part 7-I	3
Missing and Abducted Children - Missing Adult Cases	Part 7-J	3
<del>Animal Abuse Cases</del>	<del>Part 7-K</del>	<del>2</del>
<del>Contemporary Police Problems</del>	<del>Part 7-L</del>	<del>4</del>
Human Trafficking	Part 7-M	2
<b>Grand Total</b>		<b>339</b>

\*\* Indicates units that use the BCPO curriculum for instruction. However, only the indicated subject matter is taught.

Standard Established: January 2004

Updated: June 2004, December 2006, September 2012, September 2016