COURSE SCHEDULE
JULY–DECEMBER 2014
Making Communities Safer One Officer At a Time

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A Publication of the
Criminal Justice Institute
University of Arkansas System
26 Corporate Hill Drive • Little Rock, AR 72205
(501) 570-8000 • Toll-free: (800) 635-6310
Fax: (501) 565-3081

www.cji.edu
Who We Are
The Criminal Justice Institute (CJI), a division of the University of Arkansas System, offers many services and programs for Arkansas law enforcement. Utilizing experienced instructors, the Institute provides education and advanced training programs designed to enhance the knowledge and skills of Arkansas law enforcement in a variety of specialized fields, including Law Enforcement Management, Forensic Sciences, Computer Applications, Traffic and Occupant Safety, Illicit Drug Initiatives, and School Safety.

Our mission is making communities safer by supporting law enforcement professionals through training, education, resources and collaborative partnerships. We provide an educational experience that emphasizes both classroom-based instruction and practical, hands-on application.

The Criminal Justice Institute provides unparalleled support to the Arkansas law enforcement community by offering:

- Specialized programs designed to enhance the job performance of law enforcement personnel
- Opportunities to complete academic certificates and associate degrees in Crime Scene Investigation and Law Enforcement Administration
- Online programs that allow officers to complete courses at their own pace within their home, department, or community
- Educational resources to assist in law enforcement research and professional development
- Free publications designed to keep law enforcement personnel aware of the latest news, management trends, and legal decisions in the Arkansas criminal justice community

Course Eligibility
Most courses and programs of the Criminal Justice Institute are available exclusively to sworn law enforcement professionals. In the event that a CJI course or program will be available to additional professionals within the criminal justice community, notification will be provided within the course or program description.

Select CJI courses will now be available for a fee to officers outside of the State of Arkansas. The expansion of these programs to law enforcement agencies outside of the State will not impact availability of programs for Arkansas law enforcement. CJI will maintain the same number of slots we always have exclusively for Arkansas officers. However, we cannot guarantee slot availability for registrations received less than two weeks prior to the scheduled date of course delivery. Therefore, please register for classes as early as possible and respond to any course confirmations you may receive.

Concealed Carry Policy
Pursuant to Act 226 of 2013, the Board of Trustees of the University of Arkansas System has expressly disallowed the carrying of a concealed handgun by licensed staff members or students on the grounds of a University of Arkansas campus. However, a certified law enforcement officer attending a class at the Criminal Justice Institute may carry a concealed handgun if that officer is: (1) Presently in the employ of a public law enforcement department, office, or agency; (2) Authorized by the public law enforcement department, office, or agency to carry a firearm in the course and scope of his or her duties; (3) Not subject to any disciplinary action by the public law enforcement department, office, or agency; (4) Carrying a badge and appropriate written identification issued by the public law enforcement department, office, or agency identifying him or her as a certified law enforcement officer; and (5) Not otherwise prohibited under federal law.

CJI’s Library Services
CJI’s Library Services features numerous books and DVDs that can be loaned for a two-week period. Requests for materials and requests for renewals can be made by phone or email.
Emergency Closings and Inclement Weather Policy
With the exception of regularly scheduled holidays, the Criminal Justice Institute will be open for business from 8:00 a.m. to 5:00 p.m., Monday through Friday. Circumstances beyond our control—such as inclement weather, a national crisis, or other emergencies—do occur. On such occasions, the Institute may close for all or part of a regularly scheduled workday.

The Institute will close for inclement weather when the University of Arkansas at Little Rock (UALR) closes. All radio and television stations in central Arkansas will be notified through the UALR Office of Communications when the University is closed. On days declared to be covered by the inclement weather policy, an announcement of a delayed opening will be issued from UALR. If you have any questions regarding the status of a course, please contact us at (501) 570-8000. Your personal safety is of utmost importance, and careful judgment should be used anytime inclement weather creates hazardous road conditions.

Smoking Policy/Tobacco Use Policy
The Criminal Justice Institute is committed to providing a safe, clean, and healthy environment for our employees and visitors. It is, therefore, CJI policy to provide a tobacco-free work environment. The use of tobacco products (including cigarettes, cigars, pipes, smokeless tobacco, or other tobacco products) is prohibited at all times:
1.) in all interior space on the CJI campus, including classrooms;
2.) on all outside property or grounds of the CJI campus including partially enclosed areas such as walkways, breezeways, and bus shelters; and
3.) in CJI vehicles.

This policy applies to all persons, including employees, faculty, students, visitors, contractors, subcontractors, and others on CJI properties. Signs are posted at all building entrances and displayed in prominent, visible areas advising employees and visitors of this policy. Tobacco-free zones apply on the grounds around all CJI facilities, whether or not signs are posted.

Directory of Services

Director’s Office:
(501) 570-8017

Academic Certificate and Degree Programs:
(501) 570-8017

Computer Training Courses:
(501) 570-8097
Course Scheduling and Registration

Forensic Sciences Courses:
(501) 570-8097
Course Scheduling and Registration

Law Enforcement Management Courses:
(501) 570-8041
Course Scheduling and Registration

Arkansas Illicit Drug Investigations:
(501) 570-8042
Course Scheduling and Registration

Safe Schools Initiative:
(501) 570-8098
Course Scheduling and Registration

Traffic Safety Courses:
(501) 570-8036
Course Scheduling and Registration

CJI Library:
(501) 570-8066
Learning Resources, Reference Books, and Educational DVDs/Videos

Switchboard Number: 501-570-8000
Toll Free Number: 800-635-6310
Fax Number: 501-565-3081

www.cji.edu
Course Registration

Individuals who plan to attend a scheduled course of instruction must enroll in the course by completing a CJI registration form and submitting it to the Institute. For your convenience, registration is available online at www.cji.edu. As a reminder, please note that enrollments will be accepted no sooner than 90 days prior to the scheduled date of each course.

Cancellation Policy
If you are unable to attend a course for which you have registered, please contact the Institute as soon as possible at (501) 570-8000 to ensure proper notification can be given to officers on our waiting list. In many instances, courses offered by the Criminal Justice Institute fill to capacity. When this happens, officers who are not admitted to the course are placed on a waiting list to be notified if vacancies become available. By contacting the Institute in advance when you are unable to attend a course, CJI staff can ensure that those on the waiting list are given the opportunity to participate.

Specialized Seminars, Forums, and Symposiums
CJI continually seeks partnerships, grants and other funding to provide specialized seminars, forums, and symposiums that are of interest to law enforcement and other criminal justice professionals. Such activities are currently being planned, but not all are included in this course schedule. Law enforcement agencies will be notified of these events through periodic mailings and through notification on the CJI website.

Course Availability
While every effort will be made to ensure that courses are delivered on the scheduled date and at the scheduled location, conflicts may arise. Please check the CJI website regularly for the latest updates on new courses and course cancellations.

Testing Requirement
Examinations will be administered in all courses that are included in the Institute’s Academic Certificate and Degree Programs. If you are currently participating or intend to participate in these academic programs, taking these examinations when initially offered is required. See page 6 for more information.

ADA Program Accessibility
Individuals who require special accommodation to participate in any course, seminar, forum, or symposium sponsored by CJI should contact the Institute at least two working days prior to the scheduled event.

Course Materials
CJI no longer prints course materials. Officers who register for a CJI class will be emailed a link to downloadable course materials two weeks prior to the course. Materials will remain available online for one week following completion of the course. Officers are encouraged to bring course materials with them to class, either downloaded to their laptop/smart device or printed from their home/agency. For those who are unable to download course materials, please contact the Criminal Justice Institute for assistance.

REGISTRATION ASSISTANCE:

FORENSIC SCIENCES/COMPUTER TRAINING:
Annette Tracy:
amtracy@cji.edu or (501) 570-8061
Judy Johnson:
jljohnson@cji.edu or (501) 570-8097

ILLEGAL DRUG INITIATIVE:
Matthew Modrak:
mcmmodrak@cji.edu or (501) 570-8060
Rita Davis:
rrdavis@cji.edu or (501) 570-8042

LAW ENFORCEMENT MANAGEMENT:
Kimberly Hendricks:
kdhendricks@cji.edu or (501) 570-8041
Janet Harris-George:
jegeorge@cji.edu or (501) 570-8078

TRAFFIC SAFETY:
Jon Waldrip:
jkwaldrip@cji.edu or (501) 570-8034
Stephanie Copeland:
scopeland@cji.edu or (501) 570-8036

SAFE SCHOOLS INITIATIVE:
Vicki French:
vfrench@cji.edu or (501) 570-8098
Course Registration Request

Please fill out this form as accurately as possible. The information is used to contact you about the **status of your request** and, if needed, with information about this course or other CJI courses. All information provided is confidential.

Course Name: _____________________________

Course Date: ____________________________ To ___________________________

MM/DD/YYYY MM/DD/YYYY

Name: ______________________________________

Last Name   First Name   MI   Nickname/Preferred Name

Social Security Number: XXX-XX-______________ (Required for CLEST, last four digits only)

Date of Birth (MM/DD/YYYY): _____________________________

Rank/Title: ______________________________________

Agency/Department: ______________________________________

Agency/Department Address: ______________________________________

P.O. Box and/or Street

Agency/Department Address: ______________________________________

City   State   Zip Code

Agency Telephone: ____________________________ Fax: ____________________________

Cell Phone: ____________________________ Alternate/Evening Phone: ____________________________

E-mail Address: ______________________________________ □ Check box to receive Training Schedule Notification emails.

**LAW ENFORCEMENT PERSONNEL ONLY. Please complete the following information:**

Training Officer: ____________________________

Rank   Last Name   First Name

Training Officer’s Telephone: ____________________________

Training Officer’s E-mail Address: ______________________________________

How many sworn officers are in your agency? ____________________________

Population served:

□ 1 - 2,500 □ 2,501 - 10,000 □ 10,001 - 25,000 □ 25,001 - 50,000 □ 50,001 - 75,000 □ 75,001 - 100,000 □ 100,001 - 500,000 □ 500,001 or more

Type of Agency: □ Local □ County □ State □ Federal

How did you hear about CJI?

□ Internet □ Facebook □ E-mail □ Twitter □ Referral ____________________________ □ Other ____________________________
The Criminal Justice Institute collaborates with 22 colleges and universities across the State to expand higher education opportunities for Arkansas law enforcement. Through two unique programs—Crime Scene Investigation and Law Enforcement Administration—law enforcement personnel can now obtain Certificates of Proficiency, Technical Certificates, and Associate of Applied Science (AAS) Degrees in fields of study specific to the law enforcement profession. (See pages 7-12 for complete details about these programs.)

Both programs of study are available exclusively to Arkansas law enforcement officers who are actively employed within a law enforcement agency in the State. To successfully complete a program, participants will be required to take special courses through the Criminal Justice Institute along with general education courses from collaborating colleges and universities. Although officers will be required to pay all tuition and fees of the college or university, college credit for courses completed at CJI will be provided free of charge to Arkansas law enforcement personnel, allowing them to complete certificate and degree programs at a fraction of the normal cost. Information concerning financial aid opportunities, including Pell grants, student loans, and workforce improvement grants, can be obtained by contacting the financial aid offices of participating higher education institutions and the Arkansas Department of Higher Education (www.adhe.edu).

Examinations are administered in all CJI courses that are included in the Academic Certificate and AAS Degree Programs. If you are currently participating or intend to participate in these academic programs, taking these examinations when initially offered is required.

Take advantage of this tremendous opportunity!
For more information, contact Glen Ritta:
501-570-8017 or geritta@cgi.edu
Certificate of Proficiency
Crime Scene Investigation

Officers enrolled in this program of study will obtain up to fifteen degree hours by attending advanced courses presented by the Criminal Justice Institute and completing basic law enforcement training at an ACLEST accredited academy. Each grouping of allowable courses meets or exceeds the requirement of a minimum of 45 classroom hours to receive 3 hours of college credit.

**Criminal Justice Institute**
15 Credit Hours

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crime Scene Technician Certificate Program</td>
<td>9 (126 contact hours)</td>
</tr>
<tr>
<td><em>Law Enforcement Certification</em></td>
<td>6 (These hours are earned through completion of the Arkansas Law Enforcement Training Academy or its equivalent based upon approval of the Arkansas Commission on Law Enforcement Standards and Training.)</td>
</tr>
</tbody>
</table>

* A non-commissioned law enforcement employee currently serving as a Civilian Crime Scene Specialist will be required to complete six credit hours of Criminal Justice from the educational institution to fulfill this requirement.

**College/ University**
3 Credit Hours

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>College English</td>
<td>3</td>
</tr>
</tbody>
</table>

Officers enrolled in this program of study will take general education courses at a participating college or university of their choosing. It will be at the discretion of the participating college or university to determine any specific general education courses that must be completed.

**Certificate of Proficiency Requirement: 18 Credit Hours**

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**With so many degree programs advertised for law enforcement...**

**Why Choose Ours?**

Our program is designed specifically for law enforcement to enhance knowledge and skills that apply directly to your job. These special programs allow you to earn a degree while maintaining your full-time position. In fact, *more than half* of the classes you need for your degree are presented by the Criminal Justice Institute in locations across the State. Our classes will *save you money* (*our classes are free of charge*) and will keep you where you’re needed the most... *serving your community!* (Many of our classes are only 1-2 days in length, allowing you to participate without placing any undue burden on your department.) Unlike other programs, college credit earned through CJI is provided *without a tuition charge*. In the AAS degrees, more than half of the college credit needed is provided by CJI. With rising tuition costs, this can be a substantial financial saving!
Officers enrolled in this program of study will obtain twenty-seven to thirty degree hours by attending advanced courses presented by the Criminal Justice Institute and completing basic law enforcement training at an ACLEST accredited academy. Each grouping of allowable courses meets or exceeds the requirement of a minimum of 45 classroom hours to receive 3 hours of credit.

**Technical Certificate**

**Crime Scene Investigation**

Criminal Justice Institute  
27–30 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crime Scene Investigation</td>
<td></td>
</tr>
<tr>
<td>Certificate of Proficiency</td>
<td>15</td>
</tr>
<tr>
<td>Crime Scene Special Topics</td>
<td>12</td>
</tr>
<tr>
<td>(Number of contact hours noted in parentheses; All courses are required.)</td>
<td></td>
</tr>
<tr>
<td>Recovery of Human Remains (35)*</td>
<td></td>
</tr>
<tr>
<td>Bloodstain Pattern Analysis (40)</td>
<td></td>
</tr>
<tr>
<td>Management of Evidence and Recovered Property (14)</td>
<td></td>
</tr>
<tr>
<td>Computer Crime (21) or Cyber Crimes (24)</td>
<td></td>
</tr>
<tr>
<td>Crime Scene Digital Photography And Imaging (28)</td>
<td></td>
</tr>
<tr>
<td>Fingerprint Comparison and Identification (21)</td>
<td></td>
</tr>
<tr>
<td>Using Forensic Light Sources (21)*</td>
<td></td>
</tr>
<tr>
<td>Crime Scene Courtroom Testimony (14)*</td>
<td></td>
</tr>
</tbody>
</table>

Computer Applications  
3 Credit Hours  
(Number of contact hours noted in parentheses; Only 45 contact hours needed. Computer Applications can also be completed at a participating college or university.)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Applications (25 maximum):</td>
<td></td>
</tr>
<tr>
<td>Using Microsoft Word (14)</td>
<td></td>
</tr>
<tr>
<td>Using Microsoft Excel (14)</td>
<td></td>
</tr>
<tr>
<td>Using Microsoft PowerPoint (14)</td>
<td></td>
</tr>
<tr>
<td>Advanced Computer Electives** (20 maximum):</td>
<td></td>
</tr>
<tr>
<td>Advanced Microsoft Word (7)</td>
<td></td>
</tr>
<tr>
<td>Advanced Microsoft Excel (14)</td>
<td></td>
</tr>
<tr>
<td>Using Microsoft Access (14)</td>
<td></td>
</tr>
</tbody>
</table>

* Offered every other fiscal year  
** Courses to be approved by CJI’s Degree Program Committee (Director, Assistant Directors, Program Administrators). Degree Program will also be reviewed by the CJI Advisory Board Annually.

**College/ University**  
6–9 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>College English or Technical Communication/Writing</td>
<td>3</td>
</tr>
<tr>
<td>College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Computer Applications*</td>
<td>3</td>
</tr>
</tbody>
</table>

Officers enrolled in this program of study will take general education courses at a participating college or university of their choosing. It will be at the discretion of the participating college or university to determine any specific general education courses that must be completed.  
* May be substituted with “Computer Applications” offered by the Criminal Justice Institute.

**Technical Certificate Requirement: 36 Credit Hours**
Officers enrolled in this program of study will obtain thirty-five to thirty-eight degree hours attending advanced law enforcement courses presented by the Criminal Justice Institute and by completing basic law enforcement training at an ACLEST accredited academy. Each grouping of allowable courses meets or exceeds the requirement of a minimum of 45 classroom hours to receive 3 hours of credit.

### Criminal Justice Institute

**35–38 Credit Hours**

**Credit Hours**

- Crime Scene Investigation Certificate of Proficiency .................................................. 15
- Crime Scene Investigation Technical Certificate ....................................................... 12–15
- Advanced Crime Scene Technician Certificate Program* .............................................. 4 (83 contact hours)
- Advanced Crime Scene Special Topics ................. 3
  (Number of contact hours noted in parentheses; Only 45 total contact hours needed.)
  - Advanced Management of Evidence And Recovered Property (14)*
  - Bloodstain Pattern Documentation (21)
  - Crime Scene Interpretation and Reconstruction (28)*
  - Officer Safety and Communication Spanish (21)
- Advanced Crime Scene Investigation Electives** (40 maximum):
  - Shooting Scene Investigation (21)

* Offered every other fiscal year

** Courses to be approved by CJI’s Degree Program Committee (Director, Assistant Directors, Program Administrators). Degree Program will also be reviewed by the CJI Advisory Board Annually. Courses may not be offered each fiscal year.

### College/ University

**24–27 Credit Hours**

**Credit Hours**

- College English ................................................................. 3
- College Mathematics .......................................................... 3
- Computer Applications* ....................................................... 3
  * May be substituted with “Computer Applications” offered by the Criminal Justice Institute.

**Additional General Education** ........................................ 18

Select from the following courses:

- English II or Technical Writing ................................................ 3
- Social Science ........................................................................ 3
- Psychology ............................................................................. 3
- Introduction to Speech .......................................................... 3
- Political Science .................................................................... 3
- American National Government ........................................... 3
- General Business ................................................................. 3
- Introduction to Criminal Justice ........................................... 3
- Biological Sciences .............................................................. 4

Officers enrolled in this program of study will take general education courses at a participating college or university of their choosing. It will be at the discretion of the participating college or university to determine any specific general education courses that must be completed.

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**Associate of Applied Science Requirement: 62 Credit Hours**

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Certificate of Proficiency
Law Enforcement Administration

Officers enrolled in this program of study will obtain up to fifteen degree hours by attending advanced courses presented by the Criminal Justice Institute and completing basic law enforcement training at an ACLEST accredited academy. Each grouping of allowable courses meets or exceeds the requirement of a minimum of 45 classroom hours to receive 3 hours of credit.

**Criminal Justice Institute**

**15 Credit Hours**

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Law Enforcement Administration and Management ......................................................6</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(Number of contact hours noted in parentheses; Only 90 total contact hours needed.)</td>
</tr>
<tr>
<td></td>
<td>Foundations of Supervision (24)</td>
</tr>
<tr>
<td></td>
<td>Principles of Supervision (24)</td>
</tr>
<tr>
<td></td>
<td>Advanced Supervision (24)</td>
</tr>
<tr>
<td></td>
<td>Community Oriented Policing and Crime Prevention:</td>
</tr>
<tr>
<td></td>
<td>Proactive Tactics to Stop Crime (6)</td>
</tr>
<tr>
<td></td>
<td>Coping with Law Enforcement Stress (6 or 14)</td>
</tr>
<tr>
<td></td>
<td>Domestic Violence (7 or 14)</td>
</tr>
<tr>
<td></td>
<td>Identity Theft (7)</td>
</tr>
<tr>
<td></td>
<td>Policing Emotionally Disturbed and Developmentally Disabled Persons (7 or 14)</td>
</tr>
<tr>
<td></td>
<td>*<em>Law Enforcement Administration/Management Electives</em> (48 maximum):</td>
</tr>
<tr>
<td></td>
<td>Arkansas Leader (40)</td>
</tr>
<tr>
<td></td>
<td>Special Topics with Gordon Graham (8)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Law Enforcement Communications .................................3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(Number of contact hours noted in parentheses; Only 45 total contact hours needed.)</td>
</tr>
<tr>
<td></td>
<td>Officer Safety and Communication Spanish (21)</td>
</tr>
<tr>
<td></td>
<td>Communication Excellence (7)</td>
</tr>
<tr>
<td></td>
<td>Conflict Resolution for Supervisors (14)</td>
</tr>
<tr>
<td></td>
<td>Report Writing (6)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Law Enforcement Communication Electives* (21 maximum):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Enhanced Spanish (21)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Law Enforcement Certification.................................6</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(These hours are earned through completion of the Arkansas Law Enforcement Training Academy or its equivalent based upon approval of the Arkansas Commission on Law Enforcement Standards and Training.)</td>
</tr>
</tbody>
</table>

* Courses to be approved by CJI's Degree Program Committee (Director, Assistant Directors, Program Administrators). Degree Program will also be reviewed by the CJI Advisory Board Annually.

**College/ University**

**3 Credit Hours**

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>College English..........................................................3</th>
</tr>
</thead>
</table>

Officers enrolled in this program of study will take general education courses at a participating college or university of their choosing. It will be at the discretion of the participating college or university to determine any specific general education courses that must be completed.

Certificate of Proficiency Requirement: **18 Credit Hours**
Technical Certificate
Law Enforcement Administration

Officers enrolled in this program of study will obtain up to twenty-one degree hours by attending advanced courses presented by the Criminal Justice Institute and completing basic law enforcement training at an ACLEST accredited academy. Each grouping of allowable courses meets or exceeds the requirement of a minimum of 45 classroom hours to receive 3 hours of credit.

### Criminal Justice Institute
#### 21 Credit Hours

<table>
<thead>
<tr>
<th>Course / Program</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Law Enforcement Administration Certificate of Proficiency</td>
<td>15</td>
</tr>
<tr>
<td>Advanced Law Enforcement Special Topics…………………..6</td>
<td></td>
</tr>
<tr>
<td>(Number of contact hours noted in parentheses; Only 90 total contact hours needed.)</td>
<td></td>
</tr>
<tr>
<td>Field Training for the 21st Century (40)</td>
<td></td>
</tr>
<tr>
<td>Narcotics Officer Certificate Program or Crime Scene Technician Certificate Program (45)</td>
<td></td>
</tr>
<tr>
<td>Instructor Development (40)</td>
<td></td>
</tr>
<tr>
<td>Crisis Negotiations (40)</td>
<td></td>
</tr>
<tr>
<td>Advanced Narcotics Investigation (35)</td>
<td></td>
</tr>
<tr>
<td>Drug Recognition Expert (DRE) (35)</td>
<td></td>
</tr>
<tr>
<td>Standardized Field Sobriety Testing (SFST) (24)</td>
<td></td>
</tr>
<tr>
<td>SFST or DRE Instructor Development (40)</td>
<td></td>
</tr>
<tr>
<td>Patrol Response to Active Shooter Incidents (6–14)</td>
<td></td>
</tr>
</tbody>
</table>

**Advanced Law Enforcement Electives* (21 Maximum):**
- Active Shooter/Rapid Response Training (14)
- Managing Interviews and Interrogations (7 or 14)
- Rural Executive Management Institute (32)
- SRO I - (Basic) (40)
- SRO II - (Intermediate) (40)

**Advanced Computer Electives* (6 maximum):**
- Advanced Microsoft Excel (14)
- Advanced Microsoft Word (7)
- Using Microsoft Access (21)
- Computer Crime (21) or Cyber Crimes (24)

* Courses to be approved by CJI's Degree Program Committee (Director, Assistant Directors, Program Administrators). Degree Program will also be reviewed by the CJI Advisory Board Annually.

### College/ University
#### 15 Credit Hours

<table>
<thead>
<tr>
<th>Course / Program</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Communication (or higher)…………………3</td>
<td></td>
</tr>
<tr>
<td>Basic Math (or higher)……………………………3</td>
<td></td>
</tr>
<tr>
<td>Speech…………………………………………3</td>
<td></td>
</tr>
<tr>
<td>General Business……………………………………3</td>
<td></td>
</tr>
<tr>
<td>Computer Applications…………………………………3</td>
<td></td>
</tr>
</tbody>
</table>

Officers enrolled in this program of study will take general education courses at a participating college or university of their choosing. It will be at the discretion of the participating college or university to determine any specific general education courses that must be completed.

Technical Certificate Requirement: 36 Credit Hours
Officers enrolled in this program of study will obtain up to thirty-six degree hours by attending advanced courses presented by the Criminal Justice Institute and completing basic law enforcement training at an ACLEST accredited academy. Each grouping of allowable courses meets or exceeds the requirement of a minimum of 45 classroom hours to receive 3 hours of credit.

### Criminal Justice Institute

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Law Enforcement Administration Certificate of Proficiency</td>
<td>15</td>
</tr>
<tr>
<td>Law Enforcement Administration Technical Certificate</td>
<td>6</td>
</tr>
<tr>
<td>School of Law Enforcement Supervision</td>
<td>9</td>
</tr>
<tr>
<td>(140 contact hours)</td>
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<tr>
<td>Legal Aspects of Law Enforcement</td>
<td>3</td>
</tr>
<tr>
<td>(Number of contact hours noted in parentheses; Only 45 contact hours needed.)</td>
<td></td>
</tr>
<tr>
<td>- Warrantless Search/Seizure (6)</td>
<td></td>
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<tr>
<td>- Courtroom Testimony (6)</td>
<td></td>
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<tr>
<td>- Search Warrant Update (6)</td>
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<tr>
<td>- Update Arkansas Legal Decisions (6)</td>
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<td>- Use of Force (6)</td>
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<tr>
<td>- Case File Preparation (6)</td>
<td></td>
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<tr>
<td>- Racial Profiling (3 or 6)</td>
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<tr>
<td>- Managing Informants and Cooperative Witnesses (6)</td>
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<td>- Civil Process (7)</td>
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<tr>
<td>Integrity in Law Enforcement</td>
<td>3</td>
</tr>
<tr>
<td>(Number of contact hours noted in parentheses; A total of 45 contact hours are required.)</td>
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</tr>
<tr>
<td>- Police Internal Affairs (40 or 12)</td>
<td></td>
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<tr>
<td>- Ethics and Public Integrity (7)</td>
<td></td>
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<td>- Public Integrity Investigations (7)</td>
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<tr>
<td>- Early Intervention Programs (7)</td>
<td></td>
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<tr>
<td>- Background Investigations of Police Applicants (12)</td>
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### College/ University

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
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<tr>
<td>Select from the following:</td>
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<tr>
<td>English</td>
<td>6</td>
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<tr>
<td>Intermediate Math or higher</td>
<td>3</td>
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<tr>
<td>Computer Applications</td>
<td>3</td>
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<tr>
<td>Social Science</td>
<td>3</td>
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<tr>
<td>Speech</td>
<td>3</td>
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<tr>
<td>General Business</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>American National Government</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
</tbody>
</table>

Officers enrolled in this program of study will take general education courses at a participating college or university of their choosing. It will be at the discretion of the participating college or university to determine any specific general education courses that must be completed.
SCHOOL OF LAW ENFORCEMENT SUPERVISION

The School of Law Enforcement Supervision (SLES) is a four-week supervisory development course designed by Arkansas law enforcement leaders to set a standard that focuses on leadership, education and advancement in the law enforcement profession. Scheduled one week per month over a four-month period, course topics include: Leadership and Communications Excellence; Research Strategies; Challenging the Organizational Culture; Organizational and Nonverbal Communication; Stress Management; Social Intelligence; Managing Media Relations; and Legal Topics. Officers are required to successfully complete a written exam at the conclusion of each week of instruction. Each exam covers material drawn from the lectures, course texts, and outside reading assignments. In addition, this course requires officers to make oral presentations and prepare a research paper on a topic relevant to law enforcement supervision.

Letters of nomination are required for officers to attend this specialized course. Nominated officers must have reached the minimum rank of sergeant to attend. Heads of law enforcement agencies should direct correspondence and letters nominating their candidates to Dr. Cheryl P. May. The deadline for nominations is August 8, 2014.

CJI will only provide free lodging accommodations for a limited number of participants who reside 50 or more miles outside of the metropolitan Little Rock area. Requests for lodging accommodations must be included in the letter of nomination.

Session XLI of the School of Law Enforcement Supervision will be held at the Criminal Justice Institute on the following dates:

- September 15–19, 2014
- October 13–17, 2014
- November 3–7, 2014
- December 8–12, 2014

For more information, contact Mike Smith: (501) 570-8092 or msmith@cji.edu
ADVANCED CRIME SCENE TECHNICIAN CERTIFICATE PROGRAM (ACSTCP)

Rapid advances in the forensic sciences require even seasoned crime scene investigators to attend education and training programs designed to provide updated information and new techniques and procedures. To enhance the knowledge and skills acquired by the graduates of our six-month program and continue our educational investments in their agencies and the citizens they serve, we are proud to offer Session VIII of the Advanced Crime Scene Technician Certificate Program.

WEEK ONE: Advanced Crime Scene Photography
September 9–11, 2014

WEEK TWO: Advanced Crime Scene Processing Techniques
October 7–9, 2014

WEEK THREE: Crime Scene Reconstruction and Interpretation
November 4-6, 2014

This program will be available only to individuals who have received CJI’s Crime Scene Technician Certificate. Participants must successfully complete all three components to be awarded the Advanced Crime Scene Technician Certificate. A total of 63 law enforcement contact hours can be earned with the successful completion of this certificate program.

To attend, an application letter must be submitted to Dr. Cheryl May from your Chief of Police, Sheriff, Agency Head or Director. In this letter, he or she should indicate how the six-month program (CSTCP) has benefited your department and how much experience you have acquired since graduating. He or she should also state that they will, to the best of their ability, ensure your attendance in all three (3) classes and provide you with the required photography equipment.

Applications must be received at CJI by no later than end of business on July 31, 2014.

For more information, contact Annette Tracy: (501) 570-8061 or amtracy@cji.edu

Equipment Requirements:
Photography skills are critical in crime scene and evidence documentation. Each department must provide its agency representative a minimum amount of photography equipment to ensure successful participation in the program. The minimum photography equipment required for participation in ACSTCP is listed below:

- Adjustable Digital Camera
- Camera Manual
- Tripod
- Detachable Flash
- PC Cord
NARCOTICS OFFICER CERTIFICATE PROGRAM
The Narcotics Officer Certificate Program (NOCP) was created to offer Arkansas law enforcement agencies the opportunity to provide specialized training to their narcotics officers, providing participants with the fundamental knowledge and skills they need to conduct basic narcotics investigations. NOCP consists of five, three-day courses delivered once a month. Core program topics include: Arkansas Drug Laws, Drug Identification and Classification, Methamphetamine, Managing Informants and Cooperative Witnesses, Search and Seizure, Investigative Techniques, Undercover Investigations, Pharmaceutical Diversion, Evidence Collection, Report Writing, Surveillance, Resources, Intelligence, Criminal Defenses, and Courtroom Testimony.

Program material is most appropriate for officers with limited narcotics experience; however, even seasoned investigators will enhance their knowledge and skills. To participate in the program, an application letter must be submitted to Dr. Cheryl May from the applicant’s Chief of Police, Sheriff, Department Head or Director. Participants are required to attend all five components and pass all exams to complete the program. Applications must be received at CJI by no later than end of business on June 30, 2014.

NOCP will be held at the Criminal Justice Institute:
July 22–24, 2014
August 19–21, 2014
September 16–18, 2014
October 21–23, 2014
November 18–20, 2014

A graduation ceremony will be held December 5, 2014.

For more information, contact Mira Frosolono: (501) 570-8072 or mafrosolono@cji.edu

Coming in 2015...

CRIME SCENE TECHNICIAN CERTIFICATE PROGRAM
The Crime Scene Technician Certificate Program (CSTCP) is a series of six fundamental courses that introduce vital components of crime scene investigation. Participants are required to attend and successfully pass all six courses to receive their certificate. Upon completion of the program, participants will have met the minimum requirements necessary to apply for certification as a crime scene specialist through the International Association for Identification. To participate, an application letter must be submitted to Dr. Cheryl P. May from your Chief of Police, Sheriff, Department Head or Director indicating how your participation in this program will benefit your agency and state that he/she will support your attendance as well as ensure, to the best of their ability, your participation in all six courses.

ARKANSAS LEADER
The ARKANSAS LEADER program, which is designed for chiefs, sheriffs, and other upper-level leaders within a law enforcement agency, takes a multi-faceted, dynamic approach to leadership training. Jointly sponsored by the Criminal Justice Institute and the Federal Bureau of Investigation (FBI), this program has been designated a Command College of the FBI. Heads of Arkansas law enforcement agencies who wish to attend or nominate a member of upper management within their agency should direct correspondence to Dr. Cheryl May.

The next session of CSTCP will begin in January 2015. All six courses will be held at the Criminal Justice Institute. Visit our website at www.cji.edu for a complete list of classes.

Applications must be received by end of business on September 26, 2014.

The next session of Arkansas Leader will be held in June 2015 at the Criminal Justice Institute.

Applications must be received by end of business on May 1, 2015.
CJI’s online courses cover a wide variety of topical areas and can eliminate many of the barriers law enforcement agencies face in finding advanced education and training opportunities for their officers. Officers who participate in online courses:

- **Spend less time away from their agency**...with classes conveniently available online, they can meet training and education goals without taking time away from work.
- **Reduce travel costs**...online programs completely eliminate fuel, dining, and lodging expenses.
- **Choose their classroom**...courses can be completed at any location—work or home.
- **Move at your own pace**...these programs are available to officers around the clock for a specified period of time.

Registration for online courses follows the same process as other CJI courses. The first step is to submit a registration request form for participation in an online course. Once the request has been processed, officers will receive notification of their enrollment into the course. Officers who have not participated in one of CJI’s online courses will be assigned a log-in and password and directed to a special CJI website. Those officers who have participated in an online course will use their log-in and password from the last online course taken with CJI.

Online versions of CJI courses include features such as slides with audio narration, photographs, graphics, videos, review activities, scenarios, and recommended optional reading. Information about course completion requirements, such as required reading, and the log-in and password are emailed to officers. Also, a **Quick Start Guide** is included as an attachment to the log-in email. This guide provides information necessary to successfully complete the online course, including general password information, error elimination, tips on navigating each module or topic within a course, common problems and issues that can occur, and contact information for assistance with any technical difficulties.

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**CURRENT ONLINE CLASSES:**

- Animal Fighting/Animal Cruelty Investigations ONLINE .................. 17
- Foundations of Supervision ONLINE ........ 17
- Law Enforcement Response to Persons with Behavioral Health Issues ONLINE ..... 17
- Principles of Supervision ONLINE .................. 17
- Racial Profiling ONLINE .............................. 18
- Crime Scene First Responder for the Uniformed Officer ONLINE ........ 18
- Identifying and Preventing Bullying ONLINE ............................. 19
- School Safety Refresher ONLINE.................. 19
- School Site Assessment Awareness ONLINE .................. 19
- The Arkansas Methamphetamine Challenge for Law Enforcement Executives ONLINE ............................ 20
- Drug Endangered Children Awareness ONLINE .................. 20
- Methamphetamine Awareness, Identification, and Safety for First Responders ONLINE .................. 20
- Methamphetamine Investigations ONLINE .................. 20

General inquiries about CJI’s Online Program can be directed to Mary Deville: 501-570-8076 • msdeville@cji.edu

For technical assistance, contact Lynnetta Spicer: 501-570-8085 • lgspicer@cji.edu
**LAW ENFORCEMENT MANAGEMENT:**

**Animal Fighting/Animal Cruelty Investigations ONLINE (4 Hours)**

This class is designed to help the student become a skilled animal cruelty investigator, learn search and seizure tactics, and improve his/her report writing skills. Topics such as the history of blood sports and the behavior of the animals involved in them, methods used to train dogs and cocks, and methods used to determine how matches are won or lost will be discussed. Participants will be introduced to different categories of people involved in blood sports, different clubs and associations that register dogs, and different types of evidence involved in dog and cock fighting cases.

**2014 DATES:**
- July 23-29
- August 20-26
- September 17-23
- October 22-28
- November 12-18
- December 3-9

**Foundations of Supervision ONLINE (24 Hours)**

The role of first-line supervisors in law enforcement is unique. Those supervised by first-line supervisors exercise a lot of authority in their day-to-day jobs. Additionally, first-line supervisors, mainly officers who work closely with the public, are tasked with ensuring daily that officers understand and reflect the vision of the agency and meet the goals set forth by executive management. Adequate training is the most important requirement for developing effective managers, especially those who are newly promoted. This online introductory course is designed to assist first and second line supervisors, or individuals with promotion potential, in developing and applying sound management and leadership principles.

**2014 DATES:**
- July 14-25
- August 11-22
- September 10-23
- October 13-24
- November 6-17
- December 5-18

**Law Enforcement Response to Persons with Behavioral Health Issues ONLINE (7 Hours)**

With funding and support from the Arkansas Association of Chiefs of Police, this training is designed to provide a better understanding of individuals suffering from behavioral health issues who may come in contact with the law enforcement community. Keeping officer safety foremost, participants will explore policies, procedures, and protocols for officers to follow while dealing with this difficult issue. Course topics include: Identification of Common Behavioral Health Issues; Officer Safety Issues; Interventions; and Commitments.

**2014 DATES:**
- July 21-25
- August 18-22
- September 23-29
- October 20-24
- November 17-21
- December 15-19

**Principles of Supervision ONLINE (24 Hours)**

An officer’s ability to supervise staff effectively is critical to a department’s goal of maintaining stability in their respective agencies and in the communities they serve. Principles of Supervision ONLINE is a comprehensive online course that presents an overview of a law enforcement supervisor’s role and addresses what is expected of those who are in leadership positions. Officers will learn techniques that can be used to guide the work of others as well as manage their own productivity. Tools for creating an environment that encourages department personnel to do their best work, become team players, and learn the value of managing conflict in the workplace will also be given.

**2014 DATES:**
- July 16-29
- August 13-26
- September 15-26
- October 15-28
- November 10-21
- December 10-22

To Register for Law Enforcement Management Online Courses,
Contact Michelle Ibbotson at 501-570-8032 or msibbotson@cji.edu
LAW ENFORCEMENT MANAGEMENT:

Racial Profiling ONLINE (3 Hours)
American policing is facing a tremendous challenge: a widespread perception that police are routinely guilty of bias in how they treat minorities. Racial profiling by law enforcement agencies can lead to liability in a variety of ways. Many states, including Arkansas, have passed legislation addressing racial profiling. In a concise and convenient format, this online course reviews the law related to racial profiling and the challenges of addressing it. Specifically, this online course will provide Arkansas law enforcement officers with racial profiling training that is mandated in Arkansas Statute 12-12-1404.

To Register for Law Enforcement Management Online Courses, Contact Michelle Ibbotson at 501-570-8032 or msibbotson@cji.edu

FORENSIC SCIENCES:

Crime Scene First Responder for the Uniformed Officer ONLINE (2 Hours)
The actions of first responding uniformed officers directly impact the solvability and prosecution of criminal cases. Officers can inadvertently lose, destroy, or overlook critical evidence in the performance of their many duties as a first responder. This two-hour online course discusses the types of evidence, and consideration of this evidence, as officers balance the safety of the officer and public versus the investigative needs of the case. Officers will learn basic techniques for securing a crime scene and how to properly preserve evidence for investigators or crime scene personnel. Common investigative mistakes and solutions will also be discussed. This course is geared toward uniformed patrol officers, though new investigators and crime scene personnel will benefit from this course. This course has been developed as a collaboration between the International Crime Scene Investigators Association and the Criminal Justice Institute.

To Register for Forensic Sciences Online Courses, Contact Judy Johnson at 501-570-8097 or jljohnson@cji.edu
SAFE SCHOOLS INITIATIVE:

Identifying and Preventing Bullying ONLINE (3 Hours)
Bullying continues to be a problem for our schools and can interfere with a student’s ability to receive an education. Changing bullying behavior requires a coordinated approach between administration, teachers, counselors, parents and students. School resource officers are also in a unique position to help identify and eliminate bullying behavior in schools. Knowing how to identify and address bullying behavior is essential to solving the bullying problem. This course is designed to help school resource officers and school personnel define bullying, recognize the warning signs of bullying, learn bullying statistics and myths, identify Arkansas statutory efforts against bullying, identify key roles in bullying events, and learn what schools can do in bullying prevention efforts.

School Safety Refresher ONLINE (6 Hours)
This 6-hour online course contains a combination of topics that school resource officers (SROs) and school personnel could apply in their daily duties while working on a school campus. Participants will gain critical information regarding law enforcement on the school campus, hone their professional knowledge, and review Arkansas school and juvenile laws that are commonly associated with preventing or responding to crimes occurring on school campuses. Areas to be addressed include Search and Seizure, Juvenile Law, Juvenile Court, Bullying, Autism and Weapons on Campus.

School Site Assessment Awareness ONLINE (3 Hours)
The safety of our schools is of great importance to us as a society, as members of a community, as school administrators, as law enforcement officers, and as family members and friends of those in school settings. Planning and conducting a school site assessment is an important step in ensuring school security. This course was designed to build awareness of the process and stress the importance of conducting school site assessments. The course will address the steps that should be taken in conducting a school site assessment including: assembling an assessment team, conducting a school crime assessment, conducting a school safety survey, controlling access into the school, developing a school security system, developing a site assessment checklist, and completing the school site assessment report.

2014 DATES:
July 14-17
August 14-19
September 16-19
October 14-17
November 17-20
December 15-18

School Safety Refresher ONLINE (6 Hours)
This 6-hour online course contains a combination of topics that school resource officers (SROs) and school personnel could apply in their daily duties while working on a school campus. Participants will gain critical information regarding law enforcement on the school campus, hone their professional knowledge, and review Arkansas school and juvenile laws that are commonly associated with preventing or responding to crimes occurring on school campuses. Areas to be addressed include Search and Seizure, Juvenile Law, Juvenile Court, Bullying, Autism and Weapons on Campus.

2014 DATES:
July 2-11
August 6-15
September 3-12
October 1-10
November 4-13
December 2-11

School Site Assessment Awareness ONLINE (3 Hours)
The safety of our schools is of great importance to us as a society, as members of a community, as school administrators, as law enforcement officers, and as family members and friends of those in school settings. Planning and conducting a school site assessment is an important step in ensuring school security. This course was designed to build awareness of the process and stress the importance of conducting school site assessments. The course will address the steps that should be taken in conducting a school site assessment including: assembling an assessment team, conducting a school crime assessment, conducting a school safety survey, controlling access into the school, developing a school security system, developing a site assessment checklist, and completing the school site assessment report.

2014 DATES:
COMING SOON!
Course Dates To Be Announced

To Register for Safe Schools Online Courses,
Contact Vicki French at 501-570-8098 or vefrench@cji.edu
**ILlicit Drug Initiative:**

**The Arkansas Methamphetamine Challenge for Law Enforcement Executives ONLINE** (7 Hours)

This online course, developed in cooperation with the Arkansas Sheriffs’ Association and the Arkansas Association of Chiefs of Police, provides an overview of the illicit methamphetamine problem in Arkansas. A management perspective of awareness, employee safety, equipment, training needs, and reporting issues are emphasized to assist law enforcement executives and local municipal officials to most effectively combat methamphetamine production and abuse in their communities. Legal and liability issues, online resources, community awareness, drug abuse treatment and effective agency response to drug endangered children are included.

**2014 DATES:**
- July 7-18
- August 11-22
- September 8-19
- October 6-17
- November 6-19
- December 8-19

**Drug Endangered Children Awareness ONLINE** (7 Hours)

This course examines the need and advantages for collaborative working arrangements at the local level between law enforcement, DCFS and other social service agencies when working cases that involve children living in homes where illegal drug activities occur. Participants will learn the history of the DEC movement nationally, the general history of drug use in the U.S., the effects and dangers of children living in homes where drugs are being used, manufactured or sold, drug recognition information and the advantages of local collaboration when dealing with DEC cases. Information about the Arkansas DEC Alliance will be shared and the Arkansas definition of drug endangered children will be explained.

**2014 DATES:**
- July 21-25
- August 18-22
- September 22-26
- October 20-24
- November 18-24
- December 11-17

**Methamphetamine Awareness, Identification, and Safety for First Responders ONLINE** (7 Hours)

This course provides basic methamphetamine awareness and safety education for front-line officers and first responders who may come in contact with a clandestine laboratory. Participants learn to recognize precursors, equipment, and supplies used in the manufacture of methamphetamine and gain an understanding of the unique hazards of clandestine laboratories and receive critical information that will reduce their chances of injury.

**2014 DATES:**
- July 14-18
- August 7-13
- September 15-19
- October 13-17
- November 10-14
- December 4-10

**Methamphetamine Investigations ONLINE** (14 Hours)

Designed to assist law enforcement in conducting safe and effective methamphetamine-related investigations, this course provides an overview of methamphetamine and basic recognition of clandestine laboratories. Topics also include use of confidential informants, undercover investigations, knock and talks, search warrants, drug trafficking organizations, legal issues, and drug endangered children.

**2014 DATES:**
- July 1-21
- August 4-22
- September 4-24
- October 1-21
- November 3-21
- December 1-19

*To Register for Arkansas Illicit Drug Online Courses, Contact Rita Davis at 501-570-8042 or rrdavis@cji.edu*

*This project was supported by Grant # 2010CKWX0381 awarded by the U.S. Department of Justice, Office of Community Oriented Policing Services. The opinions contained herein are those of the author(s) and do not necessarily represent the official position or policies of the U.S. Department of Justice. References to specific companies, products, or services should not be considered an endorsement by the author(s) or the U.S. Department of Justice. Rather, the references are illustrations to supplement discussion of the issues.*
FORENSIC SCIENCES AND COMPUTER TRAINING DIVISION

The primary objective of the Forensic Sciences and Computer Training Division (FSCTD) is to provide training opportunities for Arkansas law enforcement personnel that enhances their knowledge, skills, and abilities through coursework and practical exercises in forensic science technologies and computer applications.

Forensic courses are designed to emphasize student participation and competency assessment by providing hands-on exercises and the utilization of state-of-the-art forensic, computer, and educational equipment. The quality of the forensic courses are further enhanced by the expertise and real-world law enforcement experience of our instructors. Through these forensic courses, the Arkansas law enforcement community will continue to acquire skills to help them maximize the identification, documentation, collection, and preservation of physical evidence, ultimately solving more cases, thus enhancing the quality of life for the citizens they serve and protect.

The forensic courses offered range from introductory level classes for newer investigators, to more specialized courses for those with some experience. The courses will provide in-class activities and mock crime scenes to enhance law enforcement personnel’s knowledge and understanding of the proper procedures and techniques needed to preserve and document the critical physical evidence in a forensic investigation leading to an arrest and conviction of an offender.

In addition to forensic courses, CJI’s Computer Training courses provide an important avenue for agency heads to ensure their personnel receive the training needed to effectively utilize this technology. With proper training, computer technology can decrease the time required to prepare reports and other administrative documents needed by law enforcement personnel such as data compilation and analysis, case management, database design and management, and communications. FSCTD offers a wide variety of course to train law enforcement personnel to meet the changing needs of technology as more agencies implement computer applications to facilitate administrative and case management functions.

For more information about the Forensic Sciences and Computer Training Division, contact Annette Tracy: (501) 570-8061 or amtracy@cji.edu
Forensic Sciences

The Forensic Sciences program at the Criminal Justice Institute enhances the training available to Arkansas law enforcement personnel who perform investigative and crime scene functions in their agencies. Through specialized course offerings taught by nationally and internationally recognized instructors, investigators and first responders can acquire or enhance their knowledge and skills to help maximize the value of physical evidence collected at crime scenes. Combining lecture and practical exercises, investigators learn proper procedures and techniques in the identification, documentation, collection and preservation of critical evidence and, in doing so, ultimately solving more crimes in the communities that they serve and protect.

CJI offers a nationally unique training facility, containing state-of-the-art educational equipment that offers course participants exposure to cutting-edge technology. Having access to this equipment enables the Institute to offer a wide variety of needed crime scene and death investigation courses.

CURRENT COURSES:

Advanced Crime Scene Technician Certificate Program.................. 14
Basic Crime Scene Processing ............23
Basic Digital Photography .................. 23
Crime Scene Documentation ....................23
Crime Scene First Responder for the Uniformed Officer ONLINE ........24
Crime Scene Techniques and Investigation...........................................24
Fingerprint Classification, Comparison, and Identification..................24
Management of Evidence and Recovered Property..........................25
Crime Scene Investigator Certificate ..................................................25
Forensic Sciences

**BASIC CRIME SCENE PROCESSING** (21 Hours)
Proper crime scene processing and analysis form the basis of almost every investigation. Participants will learn techniques of crime scene investigation as applied to crimes against property through use of hands-on exercises focusing on the recognition, preservation, documentation, and recovery of physical evidence. Practical application of the techniques and procedures learned will be accomplished through a mock crime scene exercise conducted the last day of the program.

To enhance their learning experience, students are encouraged to bring a digital camera (digital SLR preferred) with instruction manual, normal lens (if using SLR) approximately 35-50mm or zoom lens capable of that range, macro lens (if available), batteries for camera and flash, digital media (2), off camera flash with instruction manual, remote flash cord to connect flash to camera, tripod (if available), a flashlight, and a basic fingerprint kit. In addition, students should wear appropriate casual clothing that may become soiled and/or ruined by chemical practical exercises conducted both indoors and outdoors.

**DATES AND LOCATIONS:**
**July 29-31, 2014**  
Criminal Justice Institute  
- Class hours are 8:30 a.m. to 4:30 p.m.  
- Enrollment is restricted to 20 participants.

**BASIC DIGITAL PHOTOGRAPHY** (14 Hours)
With law enforcement agencies utilizing digital photography and technology more frequently than before, this course will address basic photography theories for capturing quality digital images. Topics include: *Types of Digital Cameras, Camera Settings and Operation, Basic Crime Scene Digital Photography, Legal Issues, and An Overview of Image Handling*. Students are encouraged to bring a digital camera (digital SLR preferred) with instruction manual, normal lens (if using an SLR) approximately 35-50mm or zoom lens capable of that range, macro lens (if available), batteries for camera and flash, digital media (2), off camera flash with instruction manual, remote flash cord to connect flash to camera, tripod (if available), and a flashlight. Students should also wear casual clothing that may become soiled during practical exercises conducted both indoors and outdoors.

**DATES AND LOCATIONS:**  
**August 13-14, 2014**  
Criminal Justice Institute  
- Class hours are 8:30 a.m. to 4:30 p.m.  
- Enrollment is restricted to 20 participants.

**CRIME SCENE DOCUMENTATION** (28 Hours)
This four-day course will emphasize the proper documentation of crime scenes essential in building a solid case. Participants will learn proper procedures and strategies for taking written notes, completing quality crime scene photography, and completing useful sketches and final diagrams. Participants will receive a basic working knowledge of Crime Zone software to assist law enforcement in creating professional crime scene diagrams. Students are encouraged to bring a digital camera (digital SLR preferred) with instruction manual, normal lens (if using an SLR) approximately 35-50mm or zoom lens capable of that range, macro lens (if available), batteries for camera and flash, digital media (2), off camera flash with instruction manual, remote flash cord to connect flash to camera, tripod (if available), and a flashlight.

**DATES AND LOCATIONS:**  
**October 27-30, 2014**  
Criminal Justice Institute  
- Class hours are 8:30 a.m. to 4:30 p.m.  
- Enrollment is restricted to 20 participants.
CRIME SCENE FIRST RESPONDER FOR THE UNIFORMED OFFICER ONLINE (2 Hours)

The actions of first responding uniformed officers directly impact the solvability and prosecution of criminal cases. Officers can inadvertently lose, destroy, or overlook critical evidence in the performance of their many duties as a first responder. This two-hour online course discusses the types of evidence, and consideration of this evidence, as officers balance the safety of the officer and public versus the investigative needs of the case. Officers will learn basic techniques for securing a crime scene and how to properly preserve evidence for investigators or crime scene personnel. Common investigative mistakes and solutions will also be discussed. This course is geared toward uniformed patrol officers, though new investigators and crime scene personnel will benefit from this course. This course has been developed as a collaboration between the International Crime Scene Investigators Association and the Criminal Justice Institute.

2014 DATES:
July 24-29
August 21-26
September 23-26
October 27-30
November 19-24
December 10-15

CRIME SCENE TECHNIQUES AND INVESTIGATION (50 Hours)

Participants will learn techniques of crime scene investigation as applied to crimes against property and persons. This course requires participants to study and review course work prior to attending the course at CJI. The 50-hour course will emphasize the use of digital photography and the processing of the scene for physical and testimonial evidence. To adequately cover the topic of night photography, there will be a night session. Hands-on exercises will focus on the recognition, documentation, processing, recovery, and preservation of physical evidence. Participants will apply learned techniques through a mock crime scene exercise conducted on the last day of the program. Students are required to bring a digital camera (digital DSLR preferred) with instruction manual, approximately 18-70mm zoom lens or similar range of zoom, macro lens (or close-up filters), batteries for camera and flash, digital media (2), off camera flash with instruction manual, remote flash cord to connect flash to camera, and tripod. Camera must be capable of taking a one-to-one photograph of a quarter and timed exposures. Students should wear appropriate casual clothing that may become soiled by chemicals during practical exercises conducted both indoors and outdoors.

DATES AND LOCATIONS:
September 22-26, 2014
Criminal Justice Institute
• Class hours are 8:30 a.m. to 4:30 p.m.
• Students will be required to pass a written and practical exam to pass the course.
• Enrollment is restricted to 20 participants.

FINGERPRINT CLASSIFICATION, COMPARISON, AND IDENTIFICATION (21 Hours)

This introductory course is designed to teach law enforcement personnel the value and uses of fingerprints for human identification, fingerprint classification and the process of comparison and identification. This includes fingerprints of prisoners, wanted persons, or otherwise unidentified persons. Upon completion of this course, students should understand basic principles of classification of fingerprints, NCIC codes, and the use of fingerprints for identification. AFIS and “live scan” technologies will be discussed. This course would be beneficial for jail personnel, supervisors, investigators, booking officers, police officers, and those responsible for detention and release of prisoners wanted by outside jurisdictions.

DATES AND LOCATIONS:
September 16-18, 2014
Russellville Police Department
• Class hours are 8:30 a.m. to 4:30 p.m.
• Enrollment is restricted to 20 participants.
To provide Arkansas law enforcement personnel with the opportunity to continue their professional growth and development in crime scene investigation, we have developed the Crime Scene Investigator Certificate. Earning this certificate requires successful completion of the Crime Scene Technician Certificate Program, the Advanced Crime Scene Technician Certificate Program, and eight additional specialty courses.

In its entirety, the Crime Scene Investigator Certificate will represent a total of 383 contact hours. A list of all programs and courses included in this certificate program, along with the number of contact hours awarded for each, is as follows:

- Crime Scene Technician Certificate Program (126–133)
- Advanced Crime Scene Technician Certificate Program (63)
- Recovery of Human Remains (35)
- Bloodstain Pattern Analysis (40)
- Computer Crime (21)
- Crime Scene Digital Photography and Imaging (28)
- Fingerprint Comparison and Identification (21)
- Using Forensic Light Sources (21)
- Crime Scene Courtroom Testimony (14)
- Management of Evidence and Recovered Property (14)

In addition, successfully passing at least the International Association for Identification’s Level I examination is required.

**DATES AND LOCATIONS:**

November 18-19, 2014
Criminal Justice Institute

- Class hours are 8:30 a.m. to 4:30 p.m.
- Enrollment is restricted to 40 participants.

Due to fiscal considerations, not all courses can be offered in one academic year.

However, it is our strong desire to offer each course during a two-year cycle.
COMPUTER TRAINING

CJI’s Computer Training courses assist law enforcement personnel in acquiring the knowledge and skills necessary to effectively utilize computer technology in administrative and investigative activities. Computer software programs presented in CJI’s computer courses teach participants to build reports, worksheets, presentations, graphs, charts, tables, and databases through hands-on, step-by-step instruction.

ADVANCED MICROSOFT EXCEL: DATABASE FEATURES (7 Hours)

Microsoft Excel has built-in database management capabilities, allowing users to treat a worksheet or portions of a worksheet as a database. This class allows students to enter, edit, locate, sort, filter, and analyze information. Students will learn importing and exporting database skills; using advanced filters to create more advanced conditions to filter a data list; creating pivot tables to vary one or two values in a formula and display all possible results in a table or chart format; using auditing tools to find and correct errors; performing forecasts and projections using Goal Seek and Scenarios; and using the Solver to solve problems by working backwards. Major topics to be covered include: Working with Databases; Managing Data; Importing and Exporting Data; Using Dynamic Data; Working with the Data Form; Using Advanced AutoFilter; Creating Pivot Tables; Conditional Formatting; Grouping and Outlining Data; Forecasting and Problem Solving; and Sharing, Locking and Protecting Workbooks.

DATES AND LOCATIONS:

November 13, 2014
Criminal Justice Institute

- Class hours are 8:30 a.m. to 4:30 p.m.
- The prerequisite for this course is Using Microsoft Excel.
- Enrollment will be restricted to a maximum of 20 participants.

ADVANCED MICROSOFT WORD: STYLES, REFERENCE TABLES, LARGE DOCUMENTS, FORMS AND TEMPLATES (7 Hours)

Microsoft Word includes many advanced tools to enhance the overall professional appearance of a document. In addition, law enforcement officers can create templates and forms for agency documents that are used again and again. Learning how to use these advanced tools reduces the time required to produce agency documentation while providing a professional, manicured document. Major topics to be covered include: Using Section Breaks and Styles; Working with Headers and Footers; Creating Outlines; Making Table of Contents and Indexes; Using Templates and Mail Merge; Using Forms; and Creating Customized Templates and Forms.

DATES AND LOCATIONS:

August 27, 2014
Hot Springs Police Department

- Class hours are 8:30 a.m. to 4:30 p.m.
- The prerequisite for this course is Using Microsoft Word.
- Enrollment will be restricted to a maximum of 20 participants.
Computer Training

USING MICROSOFT EXCEL (14 Hours)
Microsoft Excel allows law enforcement to create professional spreadsheets and charts, and is an excellent program for managing statistics and budgets. Computer users who create and chart data would benefit from this course. Major topics to be covered include: Basic Workbook Skills; Copying and Moving Data; Formatting Text, Numbers and Cells; Working with Columns and Rows; Printing: Creating Basic and 3-D Formulas; Managing Data; Working with Worksheets and Workbooks; Advanced Formulas; Working with Multiple Workbooks; Managing Worksheets: Creating, Editing and Modifying Charts; Comments; and Using Conditional and Custom Formatting.

DATES AND LOCATIONS:
October 15-16, 2014
Criminal Justice Institute
• Class hours are 8:30 a.m. to 4:30 p.m.
• It is recommended that students have a working knowledge of Microsoft Windows and possess intermediate to advanced computer navigation skills.
• Enrollment will be restricted to a maximum of 20 participants.

USING MICROSOFT POWERPOINT (7 Hours)
This course will allow users to easily create and design slide show presentations and printed handouts. Computer users who create and give presentations would benefit from this course. Major topics covered include: Presentation Essentials; Creating and Enhancing Presentation Slides; Formatting and Editing Text and Objects; Using Slide Sorter, Slide Show, and Note Page Views; Editing Slide and Handout Masters; Printing Presentations; Using Clip Art and other Graphics; Using Drawing Objects; Preparing Slides Shows; Basic Animation; Special Effects. In addition, advanced topics covered include: Customizing Presentations; Customizing Animated Text and Objects; Editing Multiple Presentations; Duplicating Slides; Rehearsing Timing; Recording Narration; Presenter View; and Preparing and Publishing a Presentation.

DATES AND LOCATIONS:
December 3, 2014
Criminal Justice Institute
• Class hours are 8:30 a.m. to 4:30 p.m.
• It is recommended that students have a working knowledge of Microsoft Windows, Microsoft Word and possess intermediate computer navigation skills.
• Enrollment will be restricted to a maximum of 20 participants.

USING MICROSOFT WORD (7 Hours)
Microsoft Word is a full-featured word processor that enhances the professionalism of written communication and documentation. Word can help in more than creating letters and memos. This software can also be utilized to created graphics and tables for newsletters, notification posts, reports, and brochures. Major topics to be covered: Creating and Editing Documents; Printing Options; Spelling and Grammar Check; Formatting Characters, Paragraphs, Pages and Documents; Working with Tabs; Working with Numbers and Bullets; Using Design Themes; Using AutoCorrect, Auto Text and AutoFormat; Working with Tables, Spreadsheets and Charts; Using Find and Replace; Working with Newsletter Columns; and Working with Graphics.

DATES AND LOCATIONS:
July 9, 2014
Hot Springs Police Department
• Class hours are 8:30 a.m. to 4:30 p.m.
• It is recommended that students have a working knowledge of Microsoft Windows and possess basic computer navigation skills.
• Enrollment will be restricted to a maximum of 20 participants.
The primary mission of the Law Enforcement Management Division (LEMD) is to enhance the knowledge, skills, and abilities of Arkansas law enforcement professionals by providing leadership and management courses customized to meet the dynamic and unique challenges of law enforcement across the State. The ever-changing demands on the criminal justice system create new and difficult challenges for leaders, supervisors, and managers at all levels of law enforcement. LEMD presents courses to meet those challenges and prepare the professional officer for advancement. Course offerings emphasize better supervision or management within the agency, enhanced interaction with their communities, officer safety, and the development of additional education and skills that benefit the law enforcement profession.

Many of our courses are instructed by nationally recognized presenters or faculty members, including retired and active law enforcement, military, and private sector professionals. Courses are scheduled around the State in an effort to provide every officer an opportunity to receive advanced management education and training without the unnecessary expense of extended travel. Grants from the Arkansas Attorney General’s Office will enable us to again offer Animal Fighting/Animal Cruelty Investigations ONLINE and Officer Safety programs.

As with all CJI courses, your input is always welcome. If you feel that certain programs would be of benefit to you or your agency, please let us know. Your individual requests help us provide programs that best meet the needs of your agency.

For more information about our Law Enforcement Management courses, contact Mike Smith:

(501) 570-8092 or mlsmith@cji.edu
**BACKGROUND INVESTIGATIONS OF POLICE APPLICANTS** (12 Hours)

Law enforcement officers strive for professionalism; however, abuses by negligent officers can cast a negative light on the entire organization. Examinations of past behavior of some officers reveal a pattern of undesirable behavior existed prior to their appointment as an officer. This behavior was unknown to the hiring agency due to inadequate or nonexistent applicant screening. The integrity and ethical reputation of a police department mandates a thorough background investigation of police applicants. Participants will learn a systematic approach to background investigations that will assist in making informed hiring decisions. This course is designed for background investigators, supervisors, and human resource policy makers.

**DATES AND LOCATIONS:**

October 20-21, 2014
Criminal Justice Institute

- The course begins at 8:00 a.m. and concludes at 5:00 p.m. on the first day. On the second day, the course concludes at noon.

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**ADVANCED SUPERVISION** (24 Hours)

Supervisory styles can and will vary from supervisor to supervisor but adherence to key management principles cannot. It is imperative that law enforcement leaders’ expectations of employees are clear and line up with organizational standards. Those standards must be consistently enforced. Sanctions must be consistent and proportionate. This cannot vary from supervisor to supervisor; consistency must be maintained throughout the agency. This three-day course assists officers in comprehending modern management and leadership concepts. Topics include: Communication Skills; Management and Leadership: Making a Difference; Managing Employees with Problems; and Managing a Stressful Workforce. This course is designed for all certified law enforcement officers who are promotable or who are currently supervisors.

**DATES AND LOCATIONS:**

September 16-18, 2014
Hot Springs Police Department

December 9-11, 2014
Lonoke County Sheriff’s Office
(Lonoke, AR)

- Class hours are 8:00 a.m. to 5:00 p.m.

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**ANIMAL FIGHTING/ANIMAL CRUELTY INVESTIGATIONS ONLINE** (4 Hours)

This class is designed to help the student become a skilled animal cruelty investigator, learn search and seizure tactics, and improve his/her report writing skills. Topics such as the history of blood sports and the behavior of the animals involved in them, methods used to train dogs and cocks, and methods used to determine how matches are won or lost will be discussed. Participants will be introduced to different categories of people involved in blood sports, different clubs and associations that register dogs, and different types of evidence involved in dog and cock fighting cases.

**2014 ONLINE DATES:**

- July 23-29
- August 20-26
- September 17-23
- October 22-28
- November 12-18
- December 3-9

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BASIC SPANISH FOR LAW ENFORCEMENT (24 Hours)
The growing population of Latinos in the United States has resulted in increased interaction between law enforcement officers and individuals whose native language is Spanish. Law enforcement officers with little or no knowledge of the Spanish language and culture are at a disadvantage in these encounters. Officials may react inappropriately when they cannot understand what is being said and are unable to gather information, offer assistance or give commands when necessary. This class is designed to provide an in-depth Spanish language training experience. After the second day of the program, students are only permitted to speak Spanish. Five tenses of Spanish are introduced during this three-day program.

CASE FILE PREPARATION (6 Hours)
A prosecutable case may be lost in court due to inadequate case file preparation or an insufficient follow-up investigation. The objective of this course is to prepare law enforcement officers for effective preparation of case files, prosecution, and trial. This course will guide the officer through the prosecution process using a hands-on workshop environment. Officers will assemble raw data in an effort to illustrate how the arresting officer and the prosecutor must work together in a collaborative manner. This course is designed for all certified law enforcement officers.

CIVIL PROCESS (7 Hours)
Law enforcement officers and elected law enforcement officials benefit greatly from knowing the responsibilities and procedures associated with executing different civil processes stipulated and required by Arkansas law. This course will provide the student with the latest updates to assist them in understanding the area of civil process. Participants will learn to recognize the frequent trouble areas to avoid. Topics will include: Types of Court Orders, Mechanics of Serving Papers, and Remedies to Help Curb Costs Incurred by Agencies During an Eviction. At the end of the course, officers will have knowledge that will enable them to effectively carry out their responsibilities in administering civil processes utilizing the procedures required by the laws of the state. This course is designed for all certified law enforcement officers.

COMMUNICATION EXCELLENCE IN LAW ENFORCEMENT (7 Hours)
Police officers interact with diverse groups of people daily and must be able to communicate effectively with the populations they serve. This class focuses on improving verbal skills to achieve law enforcement objectives. Participants will develop skills to enhance law enforcement professionalism, diffuse hostile behavior, counsel victims, interview suspects and witnesses, facilitate voluntary compliance, reduce problems, stress, and costs associated with verbal mistakes, and identify the central principles of dealing with difficult people. This class is designed for all certified law enforcement officers.

DATES AND LOCATIONS:
August 25-27, 2014
Criminal Justice Institute
• Class hours are 8:00 a.m. to 5:00 p.m.

DATES AND LOCATIONS:
November 21, 2014
Crittenden County Sheriff’s Office
(West Memphis, AR)
• Class hours are 9:00 a.m. to 4:00 p.m.

DATES AND LOCATIONS:
October 24, 2014
Miller County Sheriff’s Office
(Texarkana, AR)
• Class hours are 8:30 a.m. to 4:30 p.m.

DATES AND LOCATIONS:
July 11, 2014
Washington County Sheriff’s Office
(Fayetteville, AR)
• Class hours are 8:30 a.m. to 4:30 p.m.
**COMMUNITY ORIENTED POLICING AND CRIME PREVENTION (6 Hours)**

Crime is a costly and persistent problem that affects all communities. Crime prevention tactics are a simple yet direct approach that can aid potential victims by anticipating the possibility of attack and eliminating or reducing the opportunity for it to occur. This course acquaints the law enforcement officer with a variety of crime prevention programs and their use as community policing tools. Citizen participation and law enforcement strategies will be presented. This course is designed for all certified law enforcement officers.

**DATES AND LOCATIONS:**

August 12, 2014
Criminal Justice Institute
• Class hours are 9:00 a.m. to 4:00 p.m.

**CONFLICT RESOLUTION FOR SUPERVISORS (14 Hours)**

Good communication is one of the simplest yet most effective tools supervisors can use for problem solving. This course is designed to aid the participant in developing ways to communicate across differences. By employing proper communication skills, the supervisor can knock down barriers that may cause turmoil and conflict in agencies. This class is designed for all certified law enforcement officers, but is especially helpful to those in roles of supervision.

**DATES AND LOCATIONS:**

September 17-18, 2014
UA Phillips Community College
(Helena-West Helena, AR)
• Class hours are 8:30 a.m. to 4:30 p.m.

**COPING WITH LAW ENFORCEMENT STRESS (14 Hours)**

Unmanaged stress can be very dangerous for the human mind and body. Policing, by nature, can be very stressful as many days present new challenges. This two-day class is designed to help officers recognize the danger of stress. Day one deals with typical stressors law enforcement officers face. The likelihood of chronic stress in an officer’s life and the negative effects it causes will be discussed. Several department studies dealing with officer suicide as a result of stress will also be shown in class. Officers will be encouraged to find an outlet in their lives to help them manage the unavoidable stress they will encounter. A licensed psychologist will be on hand for day two. At the conclusion of this course, officers will be able to identify three (3) sources of stress, identify the main source of stress and recognize the importance of debriefing after stressful situations. This course is designed for all certified law enforcement officers.

**DATES AND LOCATIONS:**

October 21-22, 2014
White County Sheriff’s Office
(Searcy, AR)
• Class hours are 8:30 a.m. to 4:30 p.m.

**COURTROOM TESTIMONY (6 Hours)**

The detection of criminal activity, and the subsequent arrest of suspects based on probable cause, is for naught if the arresting officer cannot skillfully and purposefully present evidence in a court of law. Participants will be given constructive and insightful advice on how to be more effective in the courtroom. The course will offer insight on what makes a good witness, what qualifies a witness to be an expert, and what content needs to be included in an expert testimony. Participants will be given trial testimony hints and tactics for drug and property crime cases as well as sexual assault and violent crime cases. This course is designed for all certified law enforcement officers.

**DATES AND LOCATIONS:**

August 15, 2014
Jacksonville Police Department
• Class hours are 9:00 a.m. to 4:00 p.m.
CRIMES AGAINST THE ELDERLY (7 Hours)

As medicine and technology advance, the percentage of older individuals in the population is increasing. With more elders, the numbers of elder abuse and elder neglect cases are also increasing. Inaccurate perceptions surrounding aging, perpetrators, and causes of elder abuse/neglect can lead to inappropriate and ineffective responses, putting victims at higher risk of harm. In many cases, law enforcement officers can use tools already used in domestic violence, stalking, child abuse and sexual abuse cases to interview victims and gather evidence. Ideally, participants should come to the training with knowledge of victim issues and abuser tactics and behaviors, as well as strategies and legal remedies that can be used in family violence cases. This training is designed for all certified law enforcement officers, but primarily first responders.

DATES AND LOCATIONS:

- September 5, 2014
  Bentonville Police Department
  • Class hours are 8:30 a.m. to 4:30 p.m.

CRISIS NEGOTIATIONS (40 Hours)

Hostile environments and crisis situations require that officers are able to diffuse potentially deadly scenarios with the least possible casualties. This forty-hour course is designed to provide law enforcement with the necessary tools to communicate with subjects as a trained crisis negotiator in volatile situations. Discussions will include: What to Say and What Should Not be Said; First Responder Negotiations; Techniques for Active Listening; Techniques for Suicide Intervention; and Suicide by Law Enforcement Officers. Emphasis will be on Abnormal Psychology theories. This course is designed for all certified law enforcement officers.

DATES AND LOCATIONS:

- October 27-31, 2014
  Arkansas State Police Headquarters
  (Little Rock, AR)
  • Class hours are 8:00 a.m. to 4:00 p.m.

DOMESTIC VIOLENCE (7 Hours)

Enhancing victim safety and increasing offender accountability are two of the many issues for consideration when officers answer domestic violence calls. Historically, domestic violence calls rank among the most dangerous for responding officers. This program is designed to familiarize officers with the challenges they face in domestic violence situations. Course topics include: Dynamics of Abusive Relationships; Officer Safety Concerns; Interviews of Victims, Suspects, Children and Other Witnesses; Reporting; and Probable Cause Leading to Arrest and Successful Conviction. The course will explore proper evidence collection and documentation, as well as civil orders of protection. This course is designed for all certified law enforcement officers.

DATES AND LOCATIONS:

- July 11, 2014
  Benton Police Department
- November 7, 2014
  Bentonville Police Department
  • Class hours are 8:30 a.m. to 4:30 p.m.

EFFECTIVE REPORT WRITING (6 Hours)

Well-written police reports can be instrumental in solving a case or winning a lawsuit. Reports have to be factual and easy to read. This six-hour block of instruction will provide a concise and practical presentation of effective narrative report writing techniques for the law enforcement professional. Designed for officers of all experience levels, the program will include lecture, video and handouts on a wide range of critical writing skills.

DATES AND LOCATIONS:

- September 4, 2014
  Criminal Justice Institute
- November 7, 2014
  UA Community College at Hope
  • Class hours are 9:00 a.m. to 4:00 p.m.
**FOUNDATIONS OF SUPERVISION ONLINE (24 Hours)**

The role of first-line supervisors in law enforcement is unique. Those supervised by first-line supervisors exercise a lot of authority in their day-to-day jobs. Additionally, first-line supervisors, mainly officers who work closely with the public, are tasked with ensuring daily that officers understand and reflect the vision of the agency and meet the goals set forth by executive management. Adequate training is the most important requirement for developing effective managers, especially those who are newly promoted. This online introductory course is designed to assist first and second line supervisors, or individuals with promotion potential, in developing and applying sound management and leadership principles.

**2014 ONLINE DATES:**
- July 14-25
- August 11-22
- September 10-23
- October 13-24
- November 6-17
- December 5-18

**IDENTITY THEFT (7 Hours)**

Identity theft is a criminal act where perpetrators wrongfully obtain and use personal information of their victims for gain, typically for economic gain. The financial costs associated with trying to restore one’s reputation can be costly and time consuming. This course is designed to teach law enforcement officers how identity theft and identity fraud occurs, strategies for the investigation and prosecution of these cases, and available resources to assist victims and investigators. This course is designed for all certified law enforcement officers.

**DATES AND LOCATIONS:**
- August 22, 2014
  - University of Arkansas at Monticello
    - Class hours are 8:30 a.m. to 4:30 p.m.

**INSTRUCTOR DEVELOPMENT (40 Hours)**

The Instructor Development course is designed to improve training skills for law enforcement officers who will present traditional department trainings and/or facilitate groups. Participants will learn how to provide instruction using practical applications and learning principles. Topics will include: Principles of Adult Learning; Research Practices and Techniques; Methods of Instruction; Testing and Evaluation; Communicating Clearly; Designing Lesson Plans, Instructional Objectives; Utilizing Training Aids; Role of the Instructor; Public Speaking; Legal Issues and CLEST Forms. This course is designed for all certified law enforcement officers.

**DATES AND LOCATIONS:**
- July 21-25, 2014
  - Searcy Police Department
    - Class hours are 8:00 a.m. to 5:00 p.m.
    - Class size is limited to 14 officers.

**LAW ENFORCEMENT RESPONSE TO PERSONS WITH BEHAVIORAL HEALTH ISSUES ONLINE (7 Hours)**

With funding and support from the Arkansas Association of Chiefs of Police, this training is designed to provide a better understanding of individuals suffering from behavioral health issues who may come in contact with the law enforcement community. Keeping officer safety foremost, participants will explore policies, procedures, and protocols for officers to follow while dealing with this difficult issue. Course topics include: Identification of Common Behavioral Health Issues; Officer Safety Issues; Interventions; and Commitments.

**2014 ONLINE DATES:**
- July 21-25
- August 18-22
- September 23-29
- October 20-24
- November 17-21
- December 15-19
MANAGING INTERVIEWS AND INTERROGATIONS (6 Hours)

Obtaining truth, without the use of promises or threats, is vital when interviewing and interrogating witnesses. This seven-hour course aims to define the elements involving the art whereby truth is obtained from a suspect through the use of observations, questioning, sound reasoning, and understanding without compromising the interviewer’s integrity. The following topics will be discussed: REID Nine Steps of Interrogation; Common Interview Tactics; Criminal Interrogations; Common Interrogation Tactics; and Definition of a Theme. This course is designed for investigators, detectives and all certified law enforcement officers who may interview suspects and witnesses.

DATES AND LOCATIONS:
October 3, 2014
UA Phillips Community College
(Helena-West Helena, AR)
• Class hours are 8:30 a.m. to 4:30 p.m.

LEGAL UPDATE (7 Hours)

As criminal tactics become more prevalent and advanced, laws must be passed to keep our communities safe and hold offenders accountable. This course will share and discuss current court decisions that impact the service of Arkansas’s law enforcement community. Topics covered will include: Arrest, Search Incident to Arrest, Stop and Frisk, Vehicle Stops, Vehicle Searches, Container and Luggage Searches, Inventory Searches, Plain View, Abandonment, Curtilage, Consent, Administrative Searches, Airport Searches, Canine Searches Electronic Searches, Beeper Searches, Body Searches, and Drug Testing. Participants will be given materials for additional review and self-directed study. Recent U.S. Supreme Court Decisions will also be reviewed. This course is designed for all certified law enforcement officers.

DATES AND LOCATIONS:
July 9, 2014
Jacksonville Police Department
• Class hours are 8:30 a.m. to 4:30 p.m.

MANAGING INFORMANTS AND COOPERATIVE WITNESSES (6 Hours)

Police informants and witnesses can be vital to solving cases, building relationships with those who live in high crime areas, and infiltrating crime circles. Proper training is imperative for officers who will interview witnesses who are cooperative. Managing Informants and Cooperative Witnesses will deal specifically with recruitment, documentation, motives, control, legal issues, pitfalls to avoid and other pertinent issues regarding confidential informants and cooperating witnesses. The supervisor’s responsibility in the utilization of informants by his or her subordinates will also be discussed. This course is designed for supervisors, detectives, and all certified law enforcement officers who deal with informants and witnesses.

DATES AND LOCATIONS:
July 17, 2014
Rogers Police Department
• Class hours are 9:00 a.m. to 4:00 p.m.
**OFFICER SAFETY (6 Hours)**

Officer safety issues are a concern for every sworn police officer. The law enforcement profession currently averages approximately 150 line of duty deaths (LODDs) per year. This presentation will explore the principle concepts of the “Below 100” initiative. Officers will be highly encouraged to attend the “Below 100” class that is built on the premise of reducing the number of LODDs to fewer than 100 in a year through safety measures. The course delivery will include small group discussions. Current trends around the country and studies of several officer-down scenarios will also be presented. This course is designed for all certified law enforcement officers.

**DATES AND LOCATIONS:**

**August 1, 2014**
Washington County Sheriff’s Office
(Fayetteville, AR)

**October 7, 2014**
Hempstead County Sheriff’s Office
(Hope, AR)

- Class hours are 9:00 a.m. to 4:00 p.m.

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**POLICE INTERNAL AFFAIRS (12 Hours)**

Law enforcement administration is charged with the responsibility and has the authority to maintain discipline within the police department. Citizens should be provided a fair and effective avenue for redress of their legitimate grievances against members of the department. The department also has the responsibility to protect members of their agency from false allegations. This course offers a global perspective of the internal affairs process in a systematic framework designed to provide for informed decisions. This course is designed for individuals assigned to the responsibility of conducting internal affairs investigations as well as supervisors and command personnel with departmental oversight.

**DATES AND LOCATIONS:**

**September 15-16, 2014**
Miller County Sheriff’s Office
(Texarkana, AR)

- Class hours on day one are 8:00 a.m. to 5:00 p.m. Class hours on day two are 8:00 a.m. to 12:00 p.m.

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**PRINCIPLES OF SUPERVISION ONLINE (24 Hours)**

An officer’s ability to supervise staff effectively is critical to a department’s goal of maintaining stability in its agency and in the community it serves. Principles of Supervision ONLINE is a comprehensive online course that presents an overview of a law enforcement supervisor’s role and addresses what is expected of those who are in leadership positions. Officers will learn techniques that can be used to guide the work of others as well as manage their own productivity. Tools for creating an environment that encourages department personnel to do their best work, become team players, and learn the value of managing conflict in the workplace will also be given.

**2014 DATES:**

- July 16-29
- August 13-26
- September 15-26
- October 15-28
- November 10-21
- December 1-22

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**RACIAL PROFILING ONLINE (3 Hours)**

American policing is facing a tremendous challenge: a widespread perception that police are routinely guilty of bias in how they treat minorities. Racial profiling by law enforcement agencies can lead to liability in a variety of ways. Many states, including Arkansas, have passed legislation addressing racial profiling. In a concise and convenient format, this online course reviews the law related to racial profiling and the challenges of addressing it. Specifically, this online course will provide Arkansas law enforcement officers with racial profiling training that is mandated in Arkansas Statute 12-12-1404.

**2014 DATES:**

- July 7-11
- August 4-8
- September 3-9
- October 6-10
- November 3-7
- December 1-5
REALITY-BASED TRAINING (9 Hours)

Realistic training is a practical way to prepare officers for threats and confrontations they may encounter while policing. Training designed to resemble real life scenarios better prepares officers for safety. Upon completion, participants will gain an awareness of the need for mental preparation, mental toughness, visual imagery and the importance of a winning mindset. Hood drills will be used to provide participants with intense experience fragments relating to sudden attacks and force options. This course is designed for all certified law enforcement officers.

DATES AND LOCATIONS:
November 4, 2014
Madison Police Department
• Class hours are 8:00 a.m. to 5:00 p.m.

STALKING (7 Hours)

Stalking behaviors can be intimidating. The United States Department of Justice Office for Victims of Crime (OVC) defines stalking as repeated harassment or threatening behavior by an individual such as following a person, appearing at a person’s home or place of business, making harassing phone calls, leaving written messages or objects, or vandalizing a person’s property. Any unwanted contact between two people that directly or indirectly communicates a threat or places the victim in fear can be considered stalking as well. New stalking laws that are being enacted in Arkansas, investigation practices, similar crimes associated with stalking, and different types of stalkers will be discussed. This course is designed for all certified law enforcement officers.

DATES AND LOCATIONS:
September 3, 2014
Craighead County Sheriff’s Office
(Jonesboro, AR)
• Class hours are 8:30 a.m. to 4:30 p.m.

USE OF FORCE (6 Hours)

Law enforcement officers are sworn to uphold the law and must attempt to apprehend those who violate it. Officers are required, however, to use only that amount of force that is reasonably necessary to make the apprehension. When excessive force is used, the officer, as well as the agency, may be held both criminally and civilly liable. Discussion in this course will focus on case law and legislation which defines the amount of force that is lawfully available to officers in attempted arrest/seizure cases as well as what the courts have defined as excessive force. Use of force and excessive force will also be considered in the context of high-speed pursuit cases. The officer will be shown methods for improving his or her performance in the courtroom. Case scenarios involving the use of force, deadly force, and high-speed pursuits will be used for class discussion. This course is designed for all certified law enforcement officers.

DATES AND LOCATIONS:
October 3, 2014
Bentonville Police Department
• Class hours are 9:00 a.m. to 4:00 p.m.

WARRANTLESS SEARCH AND SEIZURE (6 Hours)

Existent circumstances may lead police officers to conduct warrantless search and seizures; however, this intrusion on one’s Fourth Amendment rights can often be justified. This six (6) hour course reviews law enforcement encounters that lead to the search and seizure of contraband where the requirements for a search warrant may be over-shadowed by other criteria. A review of pertinent court cases will be introduced, illustrating situations where warrantless searches and seizures may be authorized. Current trends in the law of search and seizure will be discussed. This course is designed for all certified law enforcement officers.

DATES AND LOCATIONS:
September 26, 2014
University of Arkansas at Monticello
December 12, 2014
Woodruff County Sheriff’s Office
(Woodruff, AR)
• Class hours are 9:00 a.m. to 4:00 p.m.
Methamphetamine use and abuse continues to be a problem for law enforcement across the state. Although clandestine labs are still present, the crystalline form of methamphetamine, or Ice, is being found by law enforcement in their communities. The majority of the Ice brought into Arkansas is manufactured in labs located in Mexico. Due to its cheaper price and purity, it is in high demand from drug dealers and users. This demand increases the amount of the drug being trafficked into Arkansas as well as trafficked through Arkansas to other states. These trafficking activities can pose challenges and safety concerns for officers implementing enforcement activities.

In addition to the crystalline form of methamphetamine, the powdered form is also being trafficked into Arkansas. The powder is converted to the crystalline form through the use of chemicals. These “conversion labs” pose the same safety concerns for officers as other types of clandestine labs since the chemicals used are toxic, highly flammable and can cause explosions. It is important for officers to recognize the components for these conversion labs as well as those used in other types of labs to ensure safety for themselves and community members.

Methamphetamine-related training continues to be a key priority for CJI. Utilizing state and federal funding, both classroom-based and online courses will be offered. Online methamphetamine-related courses will be offered monthly for increased access and availability.

A new course, delivered for the first time during fiscal year 2014, is the Advanced Criminal Interdiction and Trapped Vehicle School. This course expounds on the knowledge and skills gained through the basic three-day Criminal Interdiction course. It focuses on advanced roadside interview techniques, advanced search techniques and current trends, and currency and asset forfeiture. Instruction is provided by law enforcement officers currently assigned to interdiction duties. The course will provide lecture as well as hands-on practice so participants gain a working knowledge of effective search techniques.

For more information about the Arkansas Illicit Drug Training, contact Matt Modrak:
(501) 570-8060
mcmmodrak@cji.edu
ADVANCED CRIMINAL INTERDICTION AND TRAPPED VEHICLE SCHOOL (21 Hours)

Advanced Roadside Interview Techniques: This course of instruction will focus on teaching the student how to conduct roadside interviews by effectively communicating with the vehicle occupants and have the ability to detect deception and attempts to cover criminal activity by those occupants. By conducting the proper roadside interview, the patrol officer will learn how to properly and effectively approach the consent to search issue and limit those searches to the correct vehicles. This course is specifically designed for the uniformed patrol officer. The students will have the opportunity to view, analyze, and discuss actual videos of traffic stops and roadside interviews that are relative to the discussion topics dealing with the roadside interview. Only officers who have successfully completed CJI’s Criminal Interdiction course qualify to attend this program.

Advanced Search Techniques and Current Trends: This block of instruction focuses on advanced search techniques used daily by the instructors and the current trends that are observed on the highways and interstates of Arkansas. This course takes the student from the classroom to the roadside with the use of videos and photographs of previous traffic stops made by the instructors that relate to the current trends and search techniques.

Students will visit a local shop or warehouse so that the instructors can demonstrate a hands-on use of search tools such as high tech density meters and fiber optic scopes to low tech upholstery tools and wedges on actual previously seized vehicles that contain hidden compartments. This block of instruction will allow ample time for each student to gain a WORKING knowledge of search techniques and the student should be prepared to get down and dirty in doing so. Our instructors will show the student how they may have been getting beat by compartments and other means of concealment both on the interstate and the local dealer/transporter level. Even experienced criminal interdiction officers will leave this class with a new outlook on concealment methods and current trends by the instructors who do it every day and are recognized experts in their field.

Currency and Asset Forfeiture: The dos and don’ts of currency and other asset seizures are covered in this block of instruction. Seize or don’t seize questions and scenarios are discussed. The importance of money (evidence) handling and accountability is discussed and prior currency seizures will be covered. Currency and other assets seized require law enforcement agencies to be under constant scrutiny by the public, press and the judicial system. Photographic and video evidence is crucial in showing the court and in some cases, the public, how the currency is concealed and how it pertains to fruits of a crime. The evaluation of every incident pertaining to currency seizures and the ethics surrounding whether or not it should be seized will be covered in depth.

DATES AND LOCATIONS:
December 2-4, 2014
Lonoke County Sheriff’s Office
(Lonoke, AR)

- Class hours are 8:30 a.m. to 4:30 p.m
- Enrollment is restricted to 20 participants.
THE ARKANSAS METHAMPHETAMINE CHALLENGE FOR LAW ENFORCEMENT EXECUTIVES ONLINE (7 Hours)
Developed in cooperation with the Arkansas Sheriffs’ Association and the Arkansas Association of Chiefs of Police, this course provides a management perspective of awareness, employee safety, equipment, training needs, and reporting issues to assist law enforcement executives and local municipal officials to most effectively combat methamphetamine production and abuse in their communities. Legal and liability issues, online resources, community awareness, drug abuse treatment and law enforcement training programs are included. Effective agency response to drug endangered children is also examined. Chiefs of Police, Sheriffs, Lieutenants, Captains, Assistant Chiefs, Mayors, Under Sheriffs, Chief Deputy Sheriffs, and Quorum Court Judges are encouraged to participate in this course.

DRUG ENDANGERED CHILDREN AWARENESS ONLINE (7 Hours)
This course examines the need and advantages for collaborative working arrangements at the local level between law enforcement, DCFS and other social service agencies when working cases that involve children living in homes where illegal drug activities occur. Participants will learn the history of the DEC movement nationally, the general history of drug use in the U.S., the effects and dangers of children living in homes where drugs are being used, manufactured or sold, drug recognition information and the advantages of local collaboration when dealing with DEC cases. Information about the Arkansas DEC Alliance will be shared and the Arkansas definition of drug endangered children will be explained.

CRIMINAL INTERDICTION (21 Hours)
This three-day course of instruction teaches officers the importance of effective highway interdiction. Participants learn the significance of going beyond the traffic stop by asking simple questions and paying attention to indicators of criminal activity. The importance of these indicators and current trends are outlined throughout this course, including elements such as drug and criminal activity detection, proper observance of search and seizure laws, contamination issues, and ethical conduct. Information shared pertains to what is commonly observed in Arkansas among active law enforcement.

DRAFTING SEARCH WARRANTS & AFFIDAVITS (21 Hours)
Properly prepared search warrants are the basis for strong cases. This course will present the Search and Seizure Warrant and Affidavit requirements of the 4th Amendment and the Arkansas Rules of Criminal Procedure. Class discussions will include simple narcotics buy warrants, obtaining “No Knock” exceptions, and working effectively with Prosecutors and Judges. Scenarios will be used to provide practical exercises to reinforce the information presented in class. Each student will be required to prepare Search and Seizure Warrants and Affidavits based upon the information gathered during the scenarios. These documents will be reviewed by the instructors and feedback will be provided to each officer.
Illicit Drug Initiative

METHAMPHETAMINE AWARENESS, IDENTIFICATION, AND SAFETY FOR FIRST RESPONDERS ONLINE (7 Hours)

This course provides basic methamphetamine awareness and safety education for front-line officers and first responders who may come in contact with a clandestine laboratory. Participants learn to recognize precursors, equipment, and supplies used in the manufacture of methamphetamine and gain an understanding of the unique hazards of clandestine laboratories and receive critical information that will reduce their chances of injury.

2014 ONLINE DATES:
- July 14-18
- August 7-13
- September 15-19
- October 13-17
- November 10-14
- December 4-10

METHAMPHETAMINE INVESTIGATIONS (14 Hours)

This course is designed to assist the Arkansas law enforcement community in conducting safe and effective methamphetamine related investigations. The course will provide an overview of methamphetamine and the basic recognition of clandestine laboratories. It will also include topics such as the use of confidential informants, undercover investigations, knock and talks, search warrants, drug trafficking organizations, legal issues, and drug endangered children.

2014 ONLINE DATES:
- December 10-11, 2014
  Jonesboro Police Department
  • Class hours are 8:30 a.m. to 4:30 p.m.

MEXICAN CARTEL WARS AND FUNDING OF TERROR (7 Hours)

This class will provide the most up-to-date intelligence on Mexican trafficking organizations, tracking their assets and the movement of money returning to Mexico. The instructor will identify the leadership of each Mexican drug trafficking organization, the shifting alliances, and the battles taking place between the cartels in Mexico and the United States to dominate drug trafficking networks in the Western Hemisphere. The presentation will also include an update of cartel activities and violence that has infiltrated into the United States.

An overview of the organizational structure of Mexican drug trafficking groups, methods of money laundering operations, drug and currency routes, cartel training facilities, enforcers, the surge of violence on our borders, and the Mexican government strategy to deconstruct these organizations will be discussed. The most up-to-date intelligence on the Mexican cartels operating in the United States, identifying cartel domination of US trafficking routes, distribution points, assassinations and other violent cartel enforcement operations within the United States will be provided.

DATES AND LOCATIONS:
- October 9, 2014
  Washington County Sheriff’s Office
  (Fayetteville, AR)
  • Class hours are 8:30 a.m. to 4:30 p.m.
**CJI Course Schedule**

**ILlict Drug Initiative**

**OUTLAW MOTORCYCLE GANGS** *(7 Hours)*

Outlaw motorcycle gangs (OMGs) have historically been and continue to be major distributors of methamphetamine and other illegal substances. This course will provide an overview of the most prevalent biker gangs, including the Bandidos, Hells Angels, Mongols, Outlaws, Pagans, Sons of Silence, and others. Their organizational structures and criminal activities, particularly as they relate to narcotics trafficking, will be examined. Biker gang chapters and their support organizations operating in Arkansas will be identified, and law enforcement operations in Arkansas biker rallies will be examined.

**DATES AND LOCATIONS:**
**October 30, 2014**
*Criminal Justice Institute*
- Class hours are 8:30 a.m. to 4:30 p.m.

**PRESCRIPTION DRUG DIVERSION** *(7 Hours)*

This course is designed to provide patrol officers, first line supervisors and detectives information pertaining to the investigation and prosecution of prescription fraud. Course discussions will include how to handle calls from pharmacists and doctor’s offices, unique investigative techniques, how to read a prescription order, different agencies that can provide intelligence information in your investigation and HIPPA regulations. The differences between State and federal statutes will be discussed in getting the best possible outcome when prosecuting your case.

**DATES AND LOCATIONS:**
**August 11, 2014**
*Criminal Justice Institute*
- Class hours are 8:30 a.m. to 4:30 p.m.

**TACTICAL DRUG OPERATIONS** *(14 Hours)*

This course is designed to assist Narcotics Officers that may be required to deploy weapons during various situations which normally take place in low light circumstances including: serving search warrants, securing methamphetamine labs, and interdiction of methamphetamine. This course is designed to inform and train officers on the most efficient ways to deploy weapons in low light environments, where officers have the highest probability of being injured. Attending officers will be tasked with the deployment and implementation of weapons in a variety of live fire range drills and force on force scenarios. These practical exercises will make use of Simunition® FX® marking cartridges and Securi-Blank™ training cartridges.

For the firearms training, officers must furnish the following items: tactical flashlight, handgun, holster, magazine pouch, 3 magazines, 150 rounds of ammunition, raid jacket or cover shirt, vest (body armor), APR (mask) and carrier, hat, ANZI approved eye and ear protection.

**DATES AND LOCATIONS:**
**November 5-6, 2014**
*Hot Springs Police Department*
- Class hours are 8:30 a.m. to 4:30 p.m.
- To participate in the course, an application letter must be submitted to Dr. Cheryl May from the applicant’s Chief of Police, Sheriff, Department Head or Director by October 24, 2014. The course is limited to twenty officers and those selected must sign and return a waiver prior to the class.
TRAFFIC SAFETY PROGRAM

The Arkansas State Police Highway Safety Office provides grant funds from the National Highway Traffic Safety Administration (NHTSA) to support the Criminal Justice Institute’s Traffic Safety Law Enforcement and Prosecutor Training Project, the central source of nationally recognized traffic safety certification courses for Arkansas law enforcement. Available programs include:

- Advanced Roadside Impaired Driving Enforcement
- DWI Detection and Standardized Field Sobriety Testing
- DWI Detection and Standardized Field Sobriety Testing Refresher
- Drug Recognition Expert Instructor Development
- Drug Evaluation & Classification Program
- Drugged Driving
- Standardized Field Sobriety Testing Instructor Development
- Traffic Occupant Protection Strategies

The Criminal Justice Institute also works with the State’s Prosecutor Coordinator’s Office to host a DWI Training Seminar.

In addition, the Arkansas State Police Highway Safety Office provides NHTSA grant funds to support the Law Enforcement Liaison Project. One facet of this program is for law enforcement liaisons to promote participation of Arkansas law enforcement agencies in Selective Traffic Enforcement Programs (STEP) and non-STEP. The law enforcement liaisons also promote the participation of Arkansas law enforcement agencies in two annual nationwide traffic enforcement-related campaigns titled Click it or Ticket (CIOT) and “Drive Sober or Get Pulled Over.” The law enforcement liaisons participate in national and state law enforcement summits.

Traffic Safety courses are offered upon request.

If your agency would like to host a course, please contact us.

Dates, locations, and times for Traffic Safety courses can be found on our website at www.cji.edu

For more information about CJI’s Traffic Safety Program, contact Jon Waldrip:

501-570-8034
jkwaldrip@cji.edu
The Safe Schools Initiative Division (SSID) provides programs and resources that assist in reducing violence and violence-related behaviors in Arkansas schools. A proactive approach to responding to crime and violence, both on the school campus and within the community, is emphasized.

The Institute has been awarded a grant from the U.S. Department of Justice–Office of Community Oriented Policing and general improvement funds with the support of State Representative Allen Kerr, State Senator David Johnson, and the Arkansas Attorney General’s Office to deliver courses through CJI’s Safe Schools Initiative. The initiative provides basic and specialty school safety training courses for law enforcement (including school resource officers) and school personnel (including administrators, teachers, staff, counselors, and school security officers).

In conjunction with the Arkansas Safe Schools Association, the Arkansas Attorney General’s Office, the Arkansas Department of Human Services, and the Arkansas Department of Education, the Criminal Justice Institute co-sponsors an annual statewide safe schools conference. This partnership is aimed at providing cutting edge training in school safety and its newest technologies to law enforcement, school administration, school security, or anyone responsible for school safety or emergency response.

Additional school safety resources can be found at:  
www.arsafeschools.com

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For more information about CJI’s Safe Schools Training, contact Vicki French:  
(501) 570-8098 
vefrench@cji.edu
ACTIVE SHOOTER/RAPID RESPONSE TRAINING

LEVEL I (14 Hours)

This course will assist law enforcement in obtaining information necessary to implement rapid intervention techniques in the event of an active shooter incident at a school, church, business, or other event where large groups of persons may be in attendance. Topics will include the history of active shooter situations and instruction on immediate deployment, rapid intervention tactics, and techniques used in rescue and contact team situations. Day two of the training will include practical exercises using Simunitions in mock scenarios to gain experience in applying the tactics and techniques learned in the classroom.

DATES AND LOCATIONS:

July 10-11, 2014
Horatio School District
• Class hours are 8:30 a.m. to 4:30 p.m.

October 22, 2014
Southeast Educational Cooperative
(Monticello, AR)
• Class hours are 8:30 a.m. to 4:30 p.m.
• Enrollment is restricted to 24 participants due to equipment constraints.

SAFE SCHOOLS INITIATIVE

DATES AND LOCATIONS:

September 18, 2014
Southwest Educational Cooperative
(Hope, AR)

October 22, 2014
Southeast Educational Cooperative
(Monticello, AR)
• Class hours are 8:30 a.m. to 3:30 p.m.

ACTIVE KILLER: RESPONSE FOR EDUCATORS (6 Hours)

The purpose of this training is to provide educators and others working in an educational setting with information to better prepare for and respond to an active killer event. This training will discuss various active killer events that have occurred throughout the years so as to better understand techniques, tactics, and policies that may be employed in a school environment when dealing with an active killer incident. Educators will also learn what to expect from first responders who will be responding when active killer events occur. Discussion regarding the aftermath of an active killer event will also take place.

DATES AND LOCATIONS:

September 18, 2014
Southwest Educational Cooperative
(Hope, AR)

October 22, 2014
Southeast Educational Cooperative
(Monticello, AR)
• Class hours are 8:30 a.m. to 3:30 p.m.

DRUGS ON CAMPUS (6 Hours)

Drugs on the school campus is not a new thing. However, our constantly changing society has led to an abundance and availability of a wide variety of new and more powerful drugs. This course is designed to help school resource officers and school personnel explore some of the myths, realities, laws and policies regarding these “trending” drugs. Participants will also be introduced to awareness, prevention and intervention strategies pertaining to drug use and abuse among our school population.

DATES AND LOCATIONS:

November 20, 2014
UA Phillips Community College
(Helena-West Helena, AR)
• Class hours are 8:30 a.m. to 3:30 p.m.

FIRST RESPONDER NEGOTIATIONS FOR SROS (14 Hours)

This course is designed to prepare school resource officers to de-escalate conflicts and provide first responder negotiations to a crisis situation. The course will differentiate traditional roles of an uniformed school resource officer and the specialized skills of a negotiator to remain in emotional control while dealing with students and parents. Topics covered include: Fundamentals of Negotiations, Active Listening Techniques, Use of Third Party Intermediaries, and Communications Through Technology. In addition, on Day Two, participants will apply course skills to respond as a SRO to practical exercise crisis incident scenarios.

DATES AND LOCATIONS:

August 13-14, 2014
Criminal Justice Institute
• Class hours are 8:30 a.m. to 4:30 p.m.
HOW TO RESPOND TO AN ATTACKER: AVOID, DENY, DEFEND (ADD) (6 Hours)
The ADD program is designed to provide a course of action to school personnel and other citizens who find themselves involved in an active shooter event. This course highlights body responses to stressful events and how to manage these effects. It instructs participants on how to identify the event as an active shooter and what their response should be. Once identified as an active shooter event, attendees will learn the use of the acronym ADD (Avoid, Deny, Defend) as a method for responding to the incident. The course will take a hands-on approach placing participants in scenarios where they will apply the ADD techniques against a simulated shooter.

DATES AND LOCATIONS:
December 10, 2014
Criminal Justice Institute
• Class hours are 8:30 a.m. to 4:00 p.m.
• Enrollment is restricted to 30 participants.

IDENTIFYING AND PREVENTING BULLYING ONLINE (3 Hours)
Bullying continues to be a problem for our schools and can interfere with a student’s ability to receive an education. Changing bullying behavior requires a coordinated approach between administration, teachers, counselors, parents and students. School resource officers are also in a unique position to help identify and eliminate bullying behavior in schools. Knowing how to identify and address bullying behavior is essential to solving the bullying problem. This course is designed to help school resource officers and school personnel define bullying, recognize the warning signs of bullying, learn bullying statistics and myths, identify Arkansas statutory efforts against bullying, identify key roles in bullying events, and learn what schools can do in bullying prevention efforts.

DATES AND LOCATIONS:
2014 ONLINE DATES:
July 14-17
August 14-19
September 16-19
October 14-17
November 17-20
December 15-18

IMPROVISED EXPLOSIVE DEVICE (IED) AWARENESS FOR SROS (7 Hours)
This class will cover the bomb response assets available within the state of Arkansas. Participants will be provided with explosives familiarization, to include recognition of commercial, military, and homemade explosives, as well as their function and uses. The class will further provide IED familiarization, to include information on the composition of an IED and the various sources of information available for the construction of IEDs. Additionally, participants will gain information on bomb threats and search procedures, to include evaluating the credibility of a bomb threat, recommendations on the development of a search team, and proper search procedures. Following the classroom portion of this course, an explosives demonstration, utilizing various commercial and improvised explosives, will be conducted to help reinforce lessons presented in the course.

DATES AND LOCATIONS:
September 25, 2014
Camp Robinson
(North Little Rock, AR)
• Class hours are 8:30 a.m. to 4:30 p.m.
• Enrollment is restricted to 50 participants.
**JUVENILE TAKEOVER OF SOCIAL MEDIA: CAN WE CATCH UP?** (7 Hours)

Juveniles don’t know a world without social media. But do they know the dangers? Do we, as adults know the dangers? Schools and families depend more and more on the Internet and computer usage for daily homework assignments and communication. Our juveniles have easy access to cell phones, smart phones, netbooks, computers, iPads and tablets. As such, school personnel and school resource officers need to keep on top of the latest trends, popular internet sites, text abbreviations and social network sites. This course will discuss current social media trends and crimes related to our juveniles’ use of social media sites, cell phones and computers. Also, this class will teach the legal implications associated with cybercrimes and specific social media sites.

**DATES AND LOCATIONS:**

November 6, 2014
Mountain Home Police Department
- Class hours are 8:30 a.m. to 4:30 p.m.

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**SCHOOL SAFETY REFRESHER ONLINE** (6 Hours)

This 6-hour online course curriculum contains a combination of topics that school resource officers (SROs) and school personnel could apply in their daily duties while working on a school campus. Participants will gain critical information regarding law enforcement on the school campus, hone their professional knowledge, and review Arkansas school and juvenile laws that are commonly associated with preventing or responding to crimes occurring on school campuses. Areas to be addressed include Search and Seizure, Juvenile Law, Juvenile Court, Bullying, Autism, and Weapons on Campus.

**2014 ONLINE DATES:**

July 2-11
August 6-15
September 3-12
October 1-10
November 4-13
December 2-11

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**SCHOOL SITE ASSESSMENT AWARENESS ONLINE** (3 Hours)

The safety of our schools is of great importance to us as a society, as members of a community, as school administrators, as law enforcement officers, and as family members and friends of those in school settings. Planning and conducting a school site assessment is an important step in ensuring school security. This course was designed to build awareness of the process and stress the importance of conducting school site assessments. The course will address the steps that should be taken in conducting a school site assessment including: assembling an assessment team, conducting a school crime assessment, conducting a school safety survey, controlling access into the school, developing a school security system, developing a site assessment checklist, and completing the school site assessment report.

**2014 DATES:**

To Be Announced
Safe Schools Initiative

**SCHOOL RESOURCE OFFICER II (INTERMEDIATE) (28 Hours)**

This 3½ day course provides continued development for experienced school resource officers. The first part of this course reviews and updates the knowledge and skills that SROs need to continue to effectively perform in a school environment. The final half of the course will focus on solo-engagement tactics which provides officers, who may find themselves “first on the scene,” with the necessary mental and physical skills. Also, included will be practical exercises using mock scenarios to gain experience in applying the tactics and techniques learned in the classroom. SROs attending this class must have successfully completed the SRO I Basic course.

**DATES AND LOCATIONS:**

August 4-7, 2014
Criminal Justice Institute
- Class will begin each day at 8:30 a.m.
- Prerequisite: SRO I Basic

**SMART CHOICES, BETTER CHANCES (14 Hours)**

This two-day course is designed to introduce and train school resource officers to deliver the Smart Choices, Better Chances law education program. The program is founded on the premise that young people must have a better understanding of the juvenile justice system and the consequences for violating the law in order for laws to have their intended deterrent effect on delinquency behavior. This course will guide the participant through the six-lesson curriculum that SROs may use when teaching the program to individual classrooms of fourth, fifth, or sixth grade students. Outlines will also be provided that can be utilized in programs for junior or senior high students, educators, and parent groups.

**DATES AND LOCATIONS:**

July 30-31, 2014
Rogers Police Department
- Class hours are 8:30 a.m. to 3:30 p.m.

**STREET GANG AWARENESS (6 Hours)**

This course is designed to familiarize participants with Little Rock’s street gangs. Items to be discussed will include criminal activity relating to street gangs, gang identifiers, intelligence gathering related to street gangs and other non-traditional groups. The importance of developing communication with law enforcement to track and prevent gang growth is stressed. This course will also address current gang trends, help participants recognize characteristics of gang activity and crime; and how to effectively deal with it.

**DATES AND LOCATIONS:**

September 10, 2014
Washington County Sheriff’s Office
(Fayetteville, AR)
- Class hours are 8:30 a.m. to 4:00 p.m.

**UNDERSTANDING JUVENILE LAW (7 Hours)**

This 7-hour course is designed to provide school resource officers, school administrators, school security officers, counselors and law enforcement officers with an overview of the juvenile justice system and related laws. This training will serve as a survey of the administration of juvenile delinquency and justice, including the structural components of the juvenile justice system and the stages of the criminal process from the detection of crime and arrest through prosecution, adjudication, and rehabilitation and its alternatives. Emphasis will be directed upon analysis of decisions and practices within the entire juvenile justice system as well as discretion in the administration of juvenile justice.

**DATES AND LOCATIONS:**

October 9, 2014
University of Arkansas Community College at Batesville
- Class hours are 8:30 a.m. to 4:30 p.m.
JULY 2014

Methamphetamine Investigations ONLINE
July 1–21, 2014

School Safety Refresher ONLINE
July 2–11, 2014

Racial Profiling ONLINE
July 7–11, 2014

The Arkansas Methamphetamine Challenge for Law Enforcement Executives ONLINE
July 7–18, 2014

Legal Update
July 9, 2014
Jacksonville Police Department

Using Microsoft Word
July 9, 2014
Hot Springs Police Department

Active Shooter/Rapid Response Training Level I
July 10-11, 2014
Horatio School District

Communication Excellence in Law Enforcement
July 11, 2014
Washington County Sheriff’s Office (Fayetteville, AR)

Domestic Violence
July 11, 2014
Benton Police Department

Identifying and Preventing Bullying ONLINE
July 14–17, 2014

Meth Awareness, Identification, and Safety for First Responders ONLINE
July 14–18, 2014

Foundations of Supervision ONLINE
July 14–25, 2014

Principles of Supervision ONLINE
July 16–29, 2014

Managing Informants and Cooperative Witnesses
July 17, 2014
Rogers Police Department

Drug Endangered Children Awareness ONLINE
July 21–25, 2014

Instructor Development
July 21–25, 2014
Searcy Police Department

Law Enforcement Response to Persons with Behavioral Health Issues ONLINE
July 21–25, 2014

Narcotics Officer Certificate Program
July 22-24, 2014
Criminal Justice Institute

Animal Fighting/Animal Cruelty Investigations ONLINE
July 23–29, 2014

Crime Scene First Responder for the Uniformed Officer ONLINE
July 24–29, 2014

Basic Crime Scene Processing
July 29–31, 2014
Criminal Justice Institute

Smart Choices, Better Chances
July 30-31, 2014
Rogers Police Department

AUGUST 2014

Officer Safety
August 1, 2014
Bentonville Police Department

School Resource Officer II (Intermediate)
August 4-7, 2014
Criminal Justice Institute

Racial Profiling ONLINE
August 4–8, 2014

Managing Informants and Cooperative Witnesses
July 17, 2014
Rogers Police Department

Drug Endangered Children Awareness ONLINE
July 21–25, 2014

Instructor Development
July 21–25, 2014
Searcy Police Department

Law Enforcement Response to Persons with Behavioral Health Issues ONLINE
July 21–25, 2014

Narcotics Officer Certificate Program
July 22-24, 2014
Criminal Justice Institute

Animal Fighting/Animal Cruelty Investigations ONLINE
July 23–29, 2014

Crime Scene First Responder for the Uniformed Officer ONLINE
July 24–29, 2014

Basic Crime Scene Processing
July 29–31, 2014
Criminal Justice Institute

Smart Choices, Better Chances
July 30-31, 2014
Rogers Police Department

AUGUST 2014

Officer Safety
August 1, 2014
Bentonville Police Department

School Resource Officer II (Intermediate)
August 4-7, 2014
Criminal Justice Institute

Racial Profiling ONLINE
August 4–8, 2014
**CJI Course Schedule**

**Methamphetamine Investigations ONLINE**
August 4–22, 2014

**Drafting Search Warrants & Affidavits**
August 5-7, 2014
Criminal Justice Institute

**School Safety Refresher ONLINE**
August 6-15, 2014

**Meth Awareness, Identification, and Safety for First Responders ONLINE**
August 7–13, 2014

**Prescription Drug Diversion**
August 11, 2014
Criminal Justice Institute

**The Arkansas Methamphetamine Challenge for Law Enforcement Executives ONLINE**
August 11–22, 2014

**Foundations of Supervision ONLINE**
August 11–22, 2014

**Community Oriented Policing and Crime Prevention**
August 12, 2014
Criminal Justice Institute

**Basic Digital Photography**
August 13–14, 2014
Criminal Justice Institute

**First Responder Negotiations for SROS**
August 13–14, 2014
Criminal Justice Institute

**Principles of Supervision ONLINE**
August 13–26, 2014

**Identifying and Preventing Bullying ONLINE**
August 14–19, 2014

**Courtroom Testimony**
August 15, 2014
Jacksonville Police Department

**Drug Endangered Children Awareness ONLINE**
August 18–22, 2014

**Law Enforcement Response to Persons with Behavioral Health Issues ONLINE**
August 18–22, 2014

**Narcotics Officer Certificate Program**
August 19-21, 2014
Criminal Justice Institute

**Animal Fighting/Animal Cruelty Investigations ONLINE**
August 20–26, 2014

**Crime Scene First Responder for the Uniformed Officer ONLINE**
August 21–26, 2014

**Identity Theft**
August 22, 2014
University of Arkansas at Monticello

**Basic Spanish for Law Enforcement**
August 25-27, 2014
Criminal Justice Institute

**Advanced Microsoft Word: Styles, Reference Tables, Large Documents, Forms and Templates**
August 27, 2014
Hot Springs Police Department

**SEPTEMBER 2014**

**Stalking**
September 3, 2014
Craighead County Sheriff’s Office (Jonesboro, AR)

**Racial Profiling ONLINE**
September 3–9, 2014

**School Safety Refresher ONLINE**
September 3-12, 2014

**Effective Report Writing**
September 4, 2014
Criminal Justice Institute
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<td><strong>Crimes Against the Elderly</strong></td>
<td>September 5, 2014</td>
<td></td>
<td>Bentonville Police Department</td>
</tr>
<tr>
<td>**The Arkansas Methamphetamine Challenge for Law Enforcement Executives <strong>ONLINE</strong></td>
<td>September 8–19, 2014</td>
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<tr>
<td><strong>Advanced Crime Scene Technician Certificate Program</strong></td>
<td>September 9-11, 2014</td>
<td></td>
<td>Criminal Justice Institute</td>
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<tr>
<td><strong>Street Gang Awareness</strong></td>
<td>September 10, 2014</td>
<td></td>
<td>Washington County Sheriff’s Office (Fayetteville, AR)</td>
</tr>
<tr>
<td>**Foundations of Supervision <strong>ONLINE</strong></td>
<td>September 10–23, 2014</td>
<td></td>
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<tr>
<td><strong>Police Internal Affairs</strong></td>
<td>September 15-16, 2014</td>
<td></td>
<td>Miller County Sheriff’s Office (Texarkana, AR)</td>
</tr>
<tr>
<td>**Meth Awareness, Identification, and Safety for First Responders <strong>ONLINE</strong></td>
<td>September 15–19, 2014</td>
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<tr>
<td><strong>School of Law Enforcement Supervision</strong></td>
<td>September 15-19, 2014</td>
<td></td>
<td>Criminal Justice Institute</td>
</tr>
<tr>
<td>**Principles of Supervision <strong>ONLINE</strong></td>
<td>September 15–26, 2014</td>
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<tr>
<td><strong>Advanced Supervision</strong></td>
<td>September 16-18, 2014</td>
<td></td>
<td>Hot Springs Police Department</td>
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<tr>
<td><strong>Fingerprint Classification, Comparison, and Identification</strong></td>
<td>September 16–18, 2014</td>
<td></td>
<td>Russellville Police Department</td>
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<tr>
<td><strong>Narcotics Officer Certificate Program</strong></td>
<td>September 16-18, 2014</td>
<td></td>
<td>Criminal Justice Institute</td>
</tr>
<tr>
<td>**Identifying and Preventing Bullying <strong>ONLINE</strong></td>
<td>September 16–19, 2014</td>
<td></td>
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<tr>
<td><strong>Conflict Resolution for Supervisors</strong></td>
<td>September 17-18, 2014</td>
<td></td>
<td>UA Phillips Community College at Helena-West Helena</td>
</tr>
<tr>
<td><strong>Animal Fighting/Animal Cruelty Investigations</strong> <strong>ONLINE</strong></td>
<td>September 17–23, 2014</td>
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<tr>
<td><strong>Active Killer: Response For Educators</strong></td>
<td>September 18, 2014</td>
<td></td>
<td>Southwest Educational Cooperative (Hope, AR)</td>
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<tr>
<td><strong>Crime Scene Techniques and Investigation</strong></td>
<td>September 22–26, 2014</td>
<td></td>
<td>Criminal Justice Institute</td>
</tr>
<tr>
<td><strong>Drug Endangered Children Awareness</strong> <strong>ONLINE</strong></td>
<td>September 22–26, 2014</td>
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<tr>
<td><strong>Crime Scene First Responder for the Uniformed Officer</strong> <strong>ONLINE</strong></td>
<td>September 23–26, 2014</td>
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<tr>
<td><strong>Law Enforcement Response to Persons with Behavioral Health Issues</strong> <strong>ONLINE</strong></td>
<td>September 23–29, 2014</td>
<td></td>
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<tr>
<td><strong>Improvised Explosive Device (IED) Awareness for SROs</strong></td>
<td>September 25, 2014</td>
<td></td>
<td>Camp Robinson (North Little Rock, AR)</td>
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<tr>
<td><strong>Warrantless Search and Seizure</strong></td>
<td>September 26, 2014</td>
<td></td>
<td>University of Arkansas at Monticello</td>
</tr>
<tr>
<td><strong>Criminal Interdiction</strong></td>
<td>September 30–October 2, 2014</td>
<td></td>
<td>Fort Smith Police Department</td>
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</tbody>
</table>
## OCTOBER 2014

### School Safety Refresher **ONLINE**
October 1-10, 2014

### Methamphetamine Investigations **ONLINE**
October 1–21, 2014

### Managing Interviews and Interrogations
October 3, 2014
UA Phillips Community College (Helena-West Helena, AR)

### Use of Force
October 3, 2014
Bentonville Police Department

### Racial Profiling **ONLINE**
October 6–10, 2014

### The Arkansas Methamphetamine Challenge for Law Enforcement Executives **ONLINE**
October 6–17, 2014

### Officer Safety
October 7, 2014
Hempstead County Sheriff’s Office (Hope, AR)

### Advanced Crime Scene Technician Certificate Program
October 7-9, 2014
Criminal Justice Institute

### Mexican Cartel Wars and Funding of Terror
October 9, 2014
Washington County Sheriff’s Office (Fayetteville, AR)

### Understanding Juvenile Law
October 9, 2014
University of Arkansas Community College at Batesville

### Meth Awareness, Identification, and Safety for First Responders **ONLINE**
October 13–17, 2014

### School of Law Enforcement Supervision
October 13-17, 2014
Criminal Justice Institute

### Foundations of Supervision **ONLINE**
October 13–24, 2014

### Identifying and Preventing Bullying **ONLINE**
October 14–17, 2014

### Using Microsoft Excel
October 15-16, 2014
Criminal Justice Institute

### Principles of Supervision **ONLINE**
October 15–28, 2014

### Background Investigations of Police Applicants
October 20-21, 2014
Criminal Justice Institute

### Drug Endangered Children Awareness **ONLINE**
October 20–24, 2014

### Law Enforcement Response to Persons with Behavioral Health Issues **ONLINE**
October 20–24, 2014

### Coping with Law Enforcement Stress
October 21-22, 2014
White County Sheriff’s Office (Searcy, AR)

### Narcotics Officer Certificate Program
October 21-23, 2014
Criminal Justice Institute

### Active Killer: Response For Educators
October 22, 2014
Southeast Educational Cooperative (Monticello, AR)

### Animal Fighting/Animal Cruelty Investigations **ONLINE**
October 22–28, 2014

### Civil Process
October 24, 2014
Miller County Sheriff’s Office (Texarkana, AR)
Schedule At-A-Glance (July - December 2014)

**Crime Scene First Responder for the Uniformed Officer ONLINE**
October 27–30, 2014

**Crime Scene Documentation**
October 27–30, 2014
Criminal Justice Institute

**Crisis Negotiations**
October 27-31, 2014
Arkansas State Police Headquarters (Little Rock, AR)

**Outlaw Motorcycle Gangs**
October 30, 2014
Criminal Justice Institute

**NOVEMBER 2014**

**Racial Profiling ONLINE**
November 3–7, 2014

**School of Law Enforcement Supervision**
November 3-7, 2014
Criminal Justice Institute

**Methamphetamine Investigations ONLINE**
November 3–21, 2014

**Reality Based Training**
November 4, 2014
Madison Police Department

**Advanced Crime Scene Technician Certificate Program**
November 4-6, 2014
Criminal Justice Institute

**School Safety Refresher ONLINE**
November 4-13, 2014

**Tactical Drug Operations**
November 5-6, 2014
Hot Springs Police Department

**Juvenile Takeover of Social Media: Can We Catch Up?**
November 6, 2014
Mountain Home Police Department

**Foundations of Supervision ONLINE**
November 6–17, 2014

**The Arkansas Methamphetamine Challenge for Law Enforcement Executives ONLINE**
November 6–19, 2014

**Domestic Violence**
November 7, 2014
Bentonville Police Department

**Effective Report Writing**
November 7, 2014
UA Community College at Hope

**Meth Awareness, Identification, and Safety for First Responders ONLINE**
November 10–14, 2014

**Principles of Supervision ONLINE**
November 10–21, 2014

**Animal Fighting/Animal Cruelty Investigations ONLINE**
November 12-18, 2014

**Advanced Microsoft Excel: Database Features**
November 13, 2014
Criminal Justice Institute

**Identifying and Preventing Bullying ONLINE**
November 17–20, 2014

**Law Enforcement Response to Persons with Behavioral Health Issues ONLINE**
November 17–21, 2014

**Management of Evidence and Recovered Property**
November 18–19, 2014
Criminal Justice Institute

**Narcotics Officer Certificate Program**
November 18-20, 2014
Criminal Justice Institute
Drug Endangered Children Awareness ONLINE
November 18–24, 2014

Crime Scene First Responder for the Uniformed Officer ONLINE
November 19–24, 2014

Drugs on Campus
November 20, 2014
UA Phillips Community College at Helena-West Helena

Case File Preparation
November 21, 2014
Crittenden County Sheriff’s Office (West Memphis, AR)

DECEMBER 2014

Racial Profiling ONLINE
December 1–5, 2014

Methamphetamine Investigations ONLINE
December 1–19, 2014

Advanced Criminal Interdiction and Trapped Vehicle School
December 2-4, 2014
Lonoke County Sheriff’s Office (Lonoke, AR)

School Safety Refresher ONLINE
December 2-11, 2014

Using Microsoft PowerPoint
December 3, 2014
Criminal Justice Institute

Animal Fighting/Animal Cruelty Investigations ONLINE
December 3–9, 2014

Meth Awareness, Identification, and Safety for First Responders ONLINE
December 4–10, 2014

Foundations of Supervision ONLINE
December 5–18, 2014

School of Law Enforcement Supervision
December 8-12, 2014
Criminal Justice Institute

The Arkansas Methamphetamine Challenge for Law Enforcement Executives ONLINE
December 8–19, 2014

Advanced Supervision
December 9–11, 2014
Lonoke County Sheriff’s Office (Lonoke, AR)

How to Respond to an Attacker: Avoid, Deny, Defend
December 10, 2014
Criminal Justice Institute

Methamphetamine Investigations
December 10–15, 2014
Jonesboro Police Department

Crime Scene First Responder for the Uniformed Officer ONLINE
December 10–15, 2014

Principles of Supervision ONLINE
December 10–22, 2014

Drug Endangered Children Awareness ONLINE
December 11–17, 2014

Warrantless Search and Seizure
December 12, 2014
Woodruff County Sheriff’s Office (Woodruff, AR)

Identifying and Preventing Bullying ONLINE
December 15–18, 2014

Law Enforcement Response to Persons with Behavioral Health Issues ONLINE
December 15–19, 2014