

# Virginia Commonwealth University Police Department

## Site Visit Report

### Description of Training Organization

The Virginia Commonwealth University Police Academy (VCUPA) has been training Virginia law enforcement officers since 1978. The Academy is certified by the Virginia Department of Criminal Justice Services. The VCUPA has served over 30 agencies throughout Central Virginia and is responsible for the basic and in-service training of approximately 250 sworn police officers. The Academy also provides training for approximately 30 certified dispatchers and over 250 security personnel. The VCU Police Department is the 4th largest Campus Police Department in the country and the only one east of the Mississippi to have its own certified police academy. The Academy staff is composed of the Director - Deputy Chief of Support Services, the Assistant Director - Training Sergeant, Support Staff to include a police Lieutenant, an administrative assistant, two Community Police Officers and a cadre of over 100 instructors. Located in the Capitol City of Richmond, this cadre is composed of several professionals from forensics, DMV, state, city and local police agencies and court professionals. Our primary instructors include 26 sworn VCU Police personnel who are General Instructors and 10 Specialty Instructors, all certified by the Virginia Department of Criminal Justice Services.

### Source of Official Student Records

In order to award credit, colleges and universities require proof of completion of coursework issued by the training organization. A student who has completed training provided by the Virginia Commonwealth University Police Academy may obtain such records of this training by contacting:

Director - Virginia Commonwealth University Police Academy  
P.O. Box 842024  
940 West Grace Street  
Richmond, VA 23284

### Description of Training Programs

**Location:** Virginia Commonwealth University Police Academy – Richmond, VA

**Length:** 14 weeks (560 hours)

**Program Objective:** To provide participants with the knowledge, skills and abilities necessary to serve effectively at the entry level as a law enforcement officer in the State of Virginia.

**Learning Objective:** Upon successful completion of this program, the graduate will be able to perform all routine duties of a Police Officer in the State of Virginia.

**Instructional Methods:** A combination of lecture, discussion, practical exercise, and scenario.

**Learning Assessments:** Written and practical examinations are used.

### Description of Team

Three assessment consultants and one Criminal Justice Training Assessment coordinator were on the team. Below is a list of all participants; CJTA and Excelsior College have full curriculum vitae on file for each.

John Blum, MPA  
Personnel Development Director  
Garner Police Department  
Garner, North Carolina

Benn Prybutok, MA  
Director of Criminal Justice Studies & Fire Sciences  
Montgomery County Community College  
Blue Bell, Pennsylvania

Catherine Burton, PhD  
Professor  
Department of Political Science & Criminal Justice  
The Citadel  
Columbia, South Carolina

Peter J. O'Brien, MA  
Assessment Coordinator  
Criminal Justice Training Assessment  
Albany, New York

### Description of Visit

From February 17-18, 2005, four representatives of Criminal Justice Training Assessment conducted a site visit to the Virginia Commonwealth University Police Academy to assess the Basic Police Academy program offered by the Training Division. On the first morning (February 17, 2005), the team assembled at the Virginia Commonwealth University Police Department Academy in Richmond, Virginia. Following a brief organizational meeting and introductions to the academy staff, the assessment team was shown to the lab to access all the necessary materials and to begin the assessment process. The team determined that the remainder of the day would be spent organizing the various subject modules of the recruit training program into familiar college course content areas. Before finishing for the day, the course areas were discussed and then assigned to a specific faculty member to begin reviewing.

The team began the second day by continuing to review the assigned materials. Due to the quality and nature of delivery of the materials, the assessment team was able to complete the assessment by mid-day. In the early afternoon of the second day, the team conducted an exit-interview/debrief with the staff and administration of the academy.

### Credit Recommendations

#### Summary of Credit Recommendations

<b>Program:</b> Virginia Commonwealth University Basic Police Academy	
Criminal Investigations	3 credits
Criminal Law (Substantive)	2 credits
Criminal Procedure	3 credits
Introduction to Law Enforcement	2 credit
Safety & Emergency Preparedness	1 credit
<u>Victimology</u>	<u>3 credits</u>
<b>TOTAL</b>	<b>14 credits</b>

Course Descriptions**Criminal Investigations** (3 credits, lower division)*Program:* Basic Police Academy*Location:* Virginia Commonwealth University Police Academy – Richmond, VA*Length:* 88 hours*Dates:* September 2000 through June 2009*Objectives:* Understand and apply applicable case laws and statutes governing seizure, collection and storage of evidence (chain of custody procedures). Properly identify and document evidence in official documents, notes, drawings and with photographs, audio and video recordings. Review the application of federal case law hearsay rules of testimonial evidence. Recall and apply case law and statutory law to fingerprint collection. Demonstrate an understanding of false arrest and its consequences. Explore the evidentiary relationship between state, national, public, private and other linked data base sources. Identify concepts and theories behind criminal behavior (intent, opportunity and victim). Apply and understand Constitutional Law as it relates to arrest, detention, on-scene 'show-ups,' line-ups and both interviews and interrogations.*Instruction:* Students must complete no fewer than: sixteen hours of "Crime Scene Evidence," four hours of "Fingerprinting, Custody & Booking," eight hours of "Crime Information Systems," four hours of "Crime Scene Sketching," twenty eight hours of "Criminal Investigation," eight hours of "Report writing & Note Taking," and twenty hours of "Traffic Crash Investigation." Instructional methods for this course include classroom lecture, classroom discussion activities and practical exercises. Evaluation methods include written examination and critique.*Credit Recommendation:* In the lower division associate/baccalaureate degree category, three semester credits.**Criminal Law (Substantive)** (2 credits, lower division)*Program:* Basic Police Academy*Location:* Virginia Commonwealth University Police Academy – Richmond, VA*Length:* 58 hours*Dates:* September 2000 through June 2009*Objectives:* Demonstrate knowledge of basic legal concepts including the major divisions of law both civil and criminal. Review the definitions of crimes in substantive criminal law including the elements of each crime that need to be proven in order to secure conviction. Identify the major classifications of crimes: felony, summary offenses, misdemeanors; and the major categories of crimes: murder (1st & 2nd degree), felony homicide, manslaughter (voluntary & involuntary), suicide, forgery, and counterfeiting. Identify and differentiating among felony wounding vs. non-felony assault & battery; burglary, robbery, common theft; definitions pertaining to petty and grand larceny; embezzlement; hate crimes; firearms crimes and violations; arson and fire-setting; inchoate crimes of conspiracy; obstruction of justice; terrorist threats & intimidation; gambling, abduction/kidnapping. Define and describe basic sentencing guidelines for each category of serious crimes, and other penalties. Demonstrate an understanding of the application of law and instances of false arrest & imprisonment. Review narcotics crime, including use, sale, distribution, conspiracy or intent to sell or distribute. Discuss the roles of local, state, and federal jurisdictions in drug enforcement and interdiction.*Instruction:* Students must complete no fewer than: eight hours of "Juvenile Law," ten hours of ABC Laws and Drinking Violations," eight hours of "Arson," eight hours of "Basic Legal Concepts," eight hours of "Criminal Laws," eight hours of "Motor Vehicle Laws," and eight hours of "Driving Under the Influence Laws." Instructional methods for this course include classroom lecture, classroom discussion activities and practical exercises. Evaluation methods include written examination and critique.*Credit Recommendation:* In the lower division associate/baccalaureate degree category, two semester credits.**Criminal Procedure** (3 credits, lower division)*Program:* Basic Police Academy*Location:* Virginia Commonwealth University Police Academy – Richmond, VA*Length:* 48 hours*Dates:* September 2000 through June 2009*Objectives:* Demonstrate a working knowledge of the major divisions of the legal system. Define and discuss civil vs. criminal courts, major and minor crimes, violations of statutory law or local ordinance, and procedures for obtaining an arrest warrant. Describe what information that must be obtained in order to procure a valid arrest warrant. Explore the requirements of the 4th Amendment. Recite the elements of probable cause. Identify and review arraignments before a judicial officer with power to grant bail and the right to bail under 6th Amendment. Discuss preliminary hearings, indictment, trial, sentencing, the correctional system and the structure of the Virginia court system, appellate court system and the roles of court officers. Model and describe knowledge of law in obtaining information from a suspect conforming to constitutional requirements. Conduct reviews of case law to include the following topics: search and seizure with and without warrant, hot pursuit, consent, incident to arrest, special circumstances, objects in plain view, administration inventory, public safety, "pat-downs", reasonable suspicion, chain of custody, fruits of a crime; instrumentality, use of force, warrant validation and warrantless arrest, custody of detained suspect by a citizen and fingerprinting. Recall and recite the significant findings of these case law studies: Malloy v. Hogan; Miranda v. Arizona; Florida v. Royer; Massiah v. US; US v. Santana; Warden v. Hayden; Terry v. Ohio; California v. Hodari; MI v. Chesternut; Carroll v. US; MD v. Buie; NY v. Belton; FL v. Royer; IL v. Rodriguez; FL v. Jimeno.*Instruction:* Students must complete no fewer than: eight hours of "Court Systems & Testimony," twenty four hours of "Search & Seizure," four hours of "Law of Arrest & Procedure," four hours of "Interrogation & Confessions," four hours of "Arrest Records & Booking," and four hours of "Constitutional Protections." Instructional methods include lecture, case law review and discussion. Instructional methods include quizzes, written exams and critique.*Credit Recommendation:* In the lower division associate/baccalaureate degree category, three semester credits.**Introduction to Law Enforcement** (2 credits, lower division)*Program:* Basic Training Academy*Location:* Virginia Commonwealth University Police Department, Richmond, VA*Length:* 30 hours*Dates:* September 2000 through June 2009*Objectives:* Analyze the role of law enforcement as it interacts with the individual, groups and community. Review the responsibilities of law enforcement agents as described by local, state and federal statutes. Define and describe the concepts of crime prevention, community policing, patrol techniques, communications skills, as well ethical considerations for the profession.*Instruction:* Students must complete no fewer than: eight hours in "Role of Law Enforcement," four hours of "Crime Prevention," four hours "Community Policing," eight hours of "Patrol Techniques," two hours in "Cults and Gangs," and four hours of "Verbal and Nonverbal Communication." Instructional methods include lecture and discussion. Evaluation methods include written examination and critique.*Credit Recommendation:* In the lower division associate/baccalaureate degree category, two semester credits.

**Safety & Emergency Preparedness** (1 credit, lower division)

*Program:* Basic Police Academy

*Location:* Virginia Commonwealth University Police Academy – Richmond, VA

*Length:* 28 hours

*Dates:* September 2000 through June 2009

*Objectives:* Review the general and specific purposes of organized communication techniques towards stated goals. Understand and apply the concept of mediation and the use of verbal, non-verbal, and active listening techniques. Identify and describe federal laws pertaining to the possession of concealed weapons on commercial aircraft. Describe the response of a law enforcement officer in the absence of medical personnel. Review multiple agency response plans to man-made and natural disasters including infectious disease, aircraft crashes, bomb threats, explosions and fires, and toxic substances. Identify general evacuation and response protocols based upon incident type as well as the crowd dispersal methods which include the use of chemical agents.

*Instruction:* Students must complete no fewer than: one hour of “Flying Armed,” eight hours of “Telephone and Radio Communications,” two hours of “Delivery of a Baby,” two hours of Bomb Threats,” eight hours of “Chemical Agents: Crowd Control,” two hours of “Infectious Diseases,” four hours of “Unusual Hazardous Occurrences,” and one hour of “Aircraft Incidents.” Instructional methods for this course include classroom lecture, classroom discussion activities and practical exercises. Evaluation methods include written examination and critique.

*Credit Recommendation:* In the lower division associate/baccalaureate degree category, one semester credit.

**Victimology** (3 credits, lower division)

*Program:* Basic Training Academy

*Location:* Virginia Commonwealth University Police Department, Richmond, VA

*Length:* 50 hours

*Dates:* September 2000 through June 2009

*Objectives:* Analyze and scientifically examine the victim in the criminal justice system. Define and describe victimization, sexual assault, domestic violence, children maltreatment, elder abuse, victims’ rights legislation, victimless crimes, and conflict resolution. Identify and describe the violation of law based upon different forms of victimization. Identify and describe the appropriate law enforcement response to violations of law.

*Instruction:* Students must complete no fewer than: four hours of “Crimes Against Children,” eight hours of “Sex Crimes,” eight hours of “Stalking and Family Violence,” four hours of “Victims’ Rights,” four hours of “Hate Crimes,” four hours of “Elder Abuse and Alzheimer’s,” four hours of “Prostitution and Sexual Assault,” two hours in “Biased Based Policing,” and twelve hours of “Handling Disputes and Mental Subjects.” Instructional methods include classroom lecture and classroom discussion. Evaluation methods include written examination and critique.

*Credit Recommendation:* In the lower division associate/baccalaureate degree category, three semester credits.