COURSE DETAILS

Course Title: Security Operations  
Course Number: INSS 3349, CRN 35925  
Instructor: Thomas Lott  
E-Mail: talott@utep.edu  
Phone (Cell): 915-238-1173  
Term: Summer “Term A” 2019

COURSE DESCRIPTION

This course focuses on security operations and management in a post-9/11 era. Special emphasis is placed on introductory protection concepts and security management principles and practices along with key themes in technological advances. With the need to address synergies in the security arena, attention is given to the roles of security personnel specialists in the areas of natural, man-made, and technological emergencies. Key areas addressed in this course include the security of personnel, critical infrastructure, industrial, and institutional assets from domestic and global perspectives. This course will also review security operations within the homeland security enterprise.

Blackboard: All the course content will be delivered via the UTEP Blackboard course management system. You can view all materials related to this course on Blackboard (except for the textbook). You can also send e-mails to your fellow classmates or to me.

IMPORTANT NOTE: Distance education demands a considerable amount of self-discipline and motivation. You will enjoy a flexibility to work and study at times that fit your personal schedule; however, you must still meet weekly course deadlines. If you feel you require the structure of a classroom in order to stay engaged, then this class is not for you. Setting up regular times to sit down and focus your attention on the course materials is essential to success. We realize that you are balancing many issues in your life and have chosen distance learning as an option to fit your individual circumstances and that is why we are pleased to offer this option in the INSS program.
COURSE OBJECTIVES

After completion of the course, students will be able to:

- Define the role of security in society
- Identify the essential functions of security operations and management
- Understand security operations and application
- Identify solutions based on trend analysis
- Understand the relevance of leadership and ethics in security operations
- Identify key security risks, vulnerabilities, probabilities, and criticalities through the risk assessment process
- Describe key principles of organizational security management

REQUIREMENTS

During the course of the semester, students are required to read assigned chapters in the textbook and complete weekly assignments on their own and one research paper—all in a timely manner.

**Research Paper:** Students are required to complete a research paper regarding the topic of their choice if it is related to the security operations field of study and/or covered in the text. The topic must be approved by the instructor (refer to the class schedule for topic selection deadlines).

- The paper must be at least five (5) pages—not including the title and reference pages—in the APA (6th edition) writing style.
- The paper must be typewritten, double spaced, 12 font, Times New Roman, and 1” margins. This paper must be supported by at least five (5) scholarly, academic, or professional references. Proper grammar, correct spelling, and punctuation are mandatory.
- The paper will be written using the APA writing style (6th Edition) format. “Wikipedia” and “YouTube” are not acceptable sources. The Internet may be used to access information from scholarly journals, libraries, etc. Google Scholar is an excellent research database for scholarly and professional materials.
- Papers should be turned in no later than the date indicated on the attached class schedule. The research paper is worth 25 points and papers are due no later than the date indicated on the Course Calendar. Late papers are accepted, but 4 points will be deducted for each day late INCLUDING SATURDAY, SUNDAY AND HOLIDAYS.
- Early submissions of reports are accepted and highly encouraged.
The assessments will be weighted in the following way:

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<tr>
<td>Biography</td>
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<tr>
<td>Weekly Questions (7)</td>
<td>70 points (10 points/assignment)</td>
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<td>Research Paper</td>
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<td><strong>Total</strong></td>
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REQUIRED READING

There is one textbook required for this course: see below. Students should purchase or rent (including eBooks) this textbook, (whatever is the easiest and cheapest formant for you), and read the relevant sections as assigned every week. The core text must be read in its entirety. The weekly readings are based on this textbook. However, students might be required to read and analyze peer-reviewed journal articles that are posted on Blackboard. You will notice that there is no Final Exam – therefore, please work hard to stay current with the readings and your responses to the questions, as well as the research paper, which is due **Aug. 11, at midnight**. The last day of class is Aug. 18th, **so I will need all answers to questions turned in by Aug. 17th by midnight.**


WHAT YOU SHOULD EXPECT FROM ME AS AN INSTRUCTOR / MISCELLANEOUS ITEMS

1. I will provide you clear instructions on class expectations.
2. I will provide graded feedback on your performance in a timely manner.
3. I will keep you informed about your graded progress in class and will make time to discuss your needs.
4. I will leave myself open to suggestion about improvement of the class and class related activities.
5. I will do all I can to ensure your learning and success in this class.
6. If any changes in the course are to be implemented, I will ensure that the class is notified in a timely manner.
7. Miscellaneous Items:
   a) WITHDRAWAL – you may drop the course before **Aug.9th**, with a grade of “W” by completing the form at the Registrar’s Office. This is your responsibility – you will receive a failing grade if you just cease coming to class.
b) EMERGENCIES—contact and provide documentation to me as soon as possible, and I will work with you to help as much as I reasonably can.

c) Please let me know as soon as possible if coordination is required with the Center for Accommodation and Support Services (CASS) for testing, note taking, or any other requested accommodation. You may contact the DSSO at 747-5148 or go to Union East Rm. 106.

d) I AM HERE TO ASSIST YOU – if you wish to see me, please feel free to call or email me.

COURSE SCHEDULE CHANGES

As course instructor, I reserve the right to adjust the course syllabus or change assignments as needed. I will provide the class with plenty of notice prior to the changes.

TIME MANAGEMENT

The rule of thumb for time planning for a course is approximately three (3) hours for every credit hour taken. This is a standard figure recommended across the board by American universities. For a 3-credit course you should expect to spend approximately 9 hours per week which includes the reading assignments and time on the computer going through each assignment.

ACADEMIC DISHONESTY STATEMENT

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another person’s as ones’ own. And, collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be taken seriously and will be
referred to the Dean of Students Office for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions.

Academic dishonesty is an assault upon the basic integrity and meaning of a University. Cheating, plagiarism, and collusion in dishonest activities are serious acts which erode the University’s educational and research roles and cheapen the learning experience not only for the perpetrators, but also for the entire community. It is expected that UTEP students will understand and subscribe to the ideal of academic integrity and that they will be willing to bear individual responsibility for their work. Materials (written or otherwise) submitted to fulfill academic requirements must represent a student’s own efforts. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be referred to the Dean of Students Office for possible disciplinary action. Students may be suspended or expelled from UTEP for such action.

NOTICE OF SAFE ASSIGN

This course may utilize third party software that can automatically detect plagiarism on documents submitted for grading.

COPYRIGHT NOTICE

Many of the materials that are posted within this course are protected by copyright law. These materials are only for the use of students enrolled in this course and only for the purpose of this course. They may not be further retained or disseminated.

DISABLED STUDENT STATEMENT

In Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, if a student needs an accommodation then the Center for Accommodations and Support Services located at UTEP need to be contacted. If you have a condition, which may affect your ability to perform successfully in this course, you are encouraged to discuss this in confidence with the instructor and/or the director of the Center for Accommodations and Support Services. You may call 915-747-5148 for general information about the American with Disabilities Act (ADA) and the rights that you have as a UTEP student with a disability. Individuals with disabilities have the right to equal access and opportunity. It is the student’s responsibility to contact the instructor and the Disabled Student Services Office at The University of Texas at El Paso.
The University of Texas at El Paso offers complete technical information and help desk support at the UTEP Technology Support website.