



CJA 612 Correctional Management & Administration

- Instructor:** Nova C. Akau (Jones), MSCJA, Parole Officer
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- Textbook:** The Dilemmas of Corrections, Hass & Albert, Fifth Edition
- Objective:** Examines some of the basic elements of correctional administration, management, and treatment of corrections and proceeds to an in-depth examination of correctional management, its many components and the day-to-day operations. (Catalog Description)
- Grading:** Grades will be based on the following:
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| Attendance (10%) | A = 90 - 100 |
| Class Participation (10%) | B = 89 - 90 |
| Assignments (20%) | C = 79 - 70 |
| Research Paper & Presentation (30%) | D = 69 - 60 |
| Exams/Quizzes (30%) | F = 59 - 50 |
- Attendance:** Attendance is mandatory, essential, and will fall within school guidelines -- meaning it will and can affect your final grade. If for any reason you must miss a class, it is your responsibility to notify the instructor, not other students, and make arrangements to hand in any assignments that were due and inquire about assignments that will be due.
- Class Participation:** Each student is expected to participate during class/group discussions and be respectful of opinions that others may have.
- Assignments:** Application is key to comprehension. Be prepared. The purpose of the assignments, and the basis of grading, is to demonstrate understanding, writing skills, and provoke thought. All assignments are to be typed, using 12 point font, one inch margins, and be double spaced. Please have your name in the upper left hand corner along with the date the assignment was due, and staple all pages.
- Research Paper:** The topic of your paper will reflect the topics of the class and must be approved by the instructor prior to the start of your research. The format of your paper must be APA. The minimum amount of pages is ten. There is no maximum. You must use a minimum of five resources. You will be graded on knowledge of the topic, analysis, resources used, presentation, and the ability to abide by the stated structure. Resources will be reviewed to determine reliability and credibility.
- Exams:** There will be two exams of essay format.

Of Note: The Syllabus and Course Outline may change at instructor's discretion.

Course Outline:

Week One:	Introduction of Student Overview of Class Class Exercise
Week Two:	Reaction Essay One Due: Punishment (Part I and II) Article 1 Due Class Discussion/Exercise Research Paper Topics Due
Week Three:	Reaction Essay Two Due: Who Goes to Prison and Why (Part III) Article 2 Due Class Discussion/Exercise
Week Four:	Reaction Essay Three Due: Prison Life (Part IV) Article 3 Due Class Discussion/Exercise
Week Five:	Midterm
Week Six:	Reaction Essay Four Due: Key Cases (Part V) Article 4 Due Class Discussion/Exercise
Week Seven:	Reaction Essay Five Due: Rehabilitation (Part VI) Article 5 Due Class Discussion/Exercise
Week Eight:	Reaction Essay Six Due: Critical Problems (Part VII) Article 6 Due Class Discussion/Exercise
Week Nine:	Research Paper Presentation -- all papers due
Week Ten:	Final