

556 '02

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**CJ 270 POLICE SUPERVISION AND MANAGEMENT**  
**Chaminade University**

Summer 2002  
July 1, 2002 – September 10, 2002

**DAY/HOUR:** Friday 17:30 – 2130 hours  
Schofield Barracks Education Center

**INSTRUCTOR:** Michael Holmberg  
Security Investigator  
The Queen's Medical Center  
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Honolulu, HI 96813

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**REQUIRED TEXTBOOK:** Swanson, C., Territo, L., & Taylor, R., (1998). Police Administration, Structures, Processes and Behavior (5th ed., Rev.). Upper Saddle River, New Jersey: Prentice-Hall Inc..

**COURSE DESCRIPTION:**

A study of the major theories of management, organizing, motivation, and leadership, and decision-making as applied to criminal justice personnel.

**COURSE OBJECTIVES:**

Upon completion of this course, the student will:

- Have a solid understanding and knowledge of the following components of police administration and supervision.
- Understand the evolution of policing and its administrations.
- Be introduced to organization and leadership concepts and theories
- Gain an understanding of communications, labor and human resource management, stress and liability issues.

**READING AND CLASS ASSIGNMENTS:**

Students are expected to complete all reading and class assignments prior to class. Classes are prepared on the assumption and expectation that the student has read the assigned material and completed any required assignments. In addition are to submit two short essays on a topic provided by the instructor, 3 to 5 pages in length, and prepared in the APA format.

### **ATTENDANCE:**

Attendance is an expected and necessary requirement of this course. Unexcused absences will adversely impact the student's grade. If the student has advance notice of a necessary absence or deadline he/she should contact the instructor via voice mail, pager, or e-mail. If the student did not have advance notice that he/she would miss a session or assignment deadline, he/she must contact the instructor within **24 hours**. Missing class is not an excuse for not completing reading assignments or other projects on time, or being prepared for discussions.

### **COURSE GRADING:**

The course grad will be determined by the following:

Class Projects .....	50 Points
Class Participation .....	50 Points
Mid Term .....	100 Points
Final Examination .....	100 Points

Grading:	A = 90% of the possible 300 points (270+)
	B = 80% of the possible 300 points (240+)
	C = 70% of the possible 300 points (210+)
	D = 60% of the possible 300 points (180+)
	F = Less than 60% of the possible 300 points (<179)

### **LEARNING OUTCOME AND ASSESSMENTS:**

All of the student's work will be evaluated on the following criteria:

- Knowledge of the subject matter from textbooks, lectures, discussions, videos, research and outside sources.
- Ability to apply their knowledge to current legal proceedings and hypothetical situations.
- Logical and critical thinking.
- Demonstration of achieving the class objectives.

### **DISCLAIMER:**

The instructor reserves the right to make slight modification to the course syllabus if an only if the circumstances warrant or require it. Any modifications will be made known to the student.

**COURSE OUTLINE:**

Week 1	July 5	Introduction/Syllabus Chapter 1: Evolution of American Policing Chapter 2: Community Policing Video: "Garage Surveillance"
Week 2	July 12	Chapter 4: Organization Theory Chapter 5: Organizational Design Video " A present from Mr Tim"
Week 3	July 19	Chapter 6: Leadership Chapter 7: Organizational and Interpersonal Communication
Week 4	July 26	Chapter 8: Human Resource Management Essay #1 Due Mid-Term Review Video "Florida Killings"
Week 5	August 2	Mid-Term
Week 6	August 9	Chapter 9: Stress and Personnel Video "East Coast Suicide"
Week 7	August 16	Chapter 10: Labor Relations Chapter 11: Legal Aspects
Week 8	August 23	Chapter 12: Planning and Decision Making Chapter 13: Financial Management
Week 9	August 30	Chapter 15: Organizational Change Review for Final Essay #2 Due
Week 10	September 6	Final Exam