



CJA 612 Correctional Management & Administration
Wednesdays in Henry Hall Room 107
01/09/12 to 03/21/12

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:

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. Late assignments are accepted on a case by case basis.

Articles: Each week, you will submit two articles and your reactions to them. They must relate to the topic of the week. The date of the article must be within the past two years. For the article reaction papers, you summarize the article and provide your thoughts to the article. The length of your reaction paper varies. Grades are not based on length but is based on content. Late articles will be accepted on a case by case basis.

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 15. 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. Presentation of your paper will be conducted in a power point type format. Any paper that is plagiarized will result in an automatic failure for the class. Resources will be reviewed to determine reliability and credibility.

Exams: There will be two exams of essay format.

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

Week One 01/11/12:	Introduction of Student Overview of Class Class Exercise
Week Two 01/18/12:	Reaction Essay One Due: Punishment (Part I and II) Article Reactions 1 & 2 Due Class Discussion/Exercise Research Paper Topics Due
Week Three 01/25/12:	Reaction Essay Two Due: Who Goes to Prison and Why (Part III) Article Reactions 3 & 4 Due Class Discussion/Exercise
Week Four 02/01/12:	Reaction Essay Three Due: Prison Life (Part IV) Article Reactions 5 & 6 Due Class Discussion/Exercise
Week Five 02/08/12:	Midterm
Week Six 02/15/12:	Reaction Essay Four Due: Key Cases (Part V) Article Reactions 7 & 8 Due Class Discussion/Exercise
Week Seven 02/22/12:	Reaction Essay Five Due: Rehabilitation (Part VI) Article Reactions 9 & 10 Due Class Discussion/Exercise
Week Eight 02/29/12:	Reaction Essay Six Due: Critical Problems (Part VII) Article Reactions 11 & 12 Due Class Discussion/Exercise
Week Nine 03/07/12:	Research Paper Presentation -- all papers due
Week Ten 03/14/12:	Final