

CJ 270 POLICE SUPERVISION AND MANAGEMENT
Chaminade University

Spring 2015
April 6, 2015 – June 13, 2015

DAY/HOUR: Monday 1730 hours – 2100 hours
Tripler Army Medical Center

INSTRUCTOR: Michael A. Holmberg, MSCJA, CHEP
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REQUIRED TEXTBOOK: Swanson, C., Territo, L., & Taylor, R., (1998). Police Administration, Structures, Processes and Behavior (8th 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:

Chapter Essay.....	200 Points
Class Participation	50 Points
Final Paper/Presentation.....	100 Points

Grading:	A = 90% of the possible 350 points (315+)
	B = 80% of the possible 350 points (280+)
	C = 70% of the possible 350 points (245+)
	D = 60% of the possible 350 points (210+)
	F = Less than 60% of the possible 350 points (<209)

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

Schedule		Assignment
Week 1	April 6	Introduction of Instructor Review Syllabus Lecture: Chapter 1 Evolution of Police Administration Lecture: Chapter 2: Police Today
Week 2	April 13	Chapter 1 & 2 Essay Due Chapter 3: Intelligence, Terrorism, Homeland Security Chapter 4: Politics and Police Administration
Week 3	April 20	Chapter 3 & 4 Essay Due Chapter 5: Organizational Theory Chapter 6: Organizational Design
Week 4	April 27	Chapter 5 & 6 Essay Due Chapter 7: Leadership Chapter 8: Planning and Decision Making
Week 5	May 4	Chapter 7 & 8 Essay Due Chapter 9: Human Resource Management Chapter 10: Organizational and Interpersonal Communication
Week 6	May 11	Chapter 9 & 10 Essay Due Chapter 11: Labor Relations Chapter 12: Financial Management
Week 7	May 18	Chapter 11 & 12 Essay Due Chapter 13: Stress and Police Personnel Chapter 14: Legal Aspects of Police Administration
Week 8	May 25	Holiday
Week 9	June 1	Chapter 13 & 14 Essay Due Chapter 15: Organizational Change
Week 10	June 8	Final Paper Due/Presentation

Final Research Paper

Your research paper is designed to prove to the instructor that you have mastered the course objectives and if you, the student has obtained knowledge of the course subject matter.

The final research paper is worth 100 points and makes up a large portion of a student's grade. Each student is required to complete the assigned final research paper on some concept of the Criminal Justice System. Topic is of your choice and instructor recommends you pick a topic that you would want to learn more about or something that interest you.

The final paper should be a minimum of Ten (10) pages, typed, double-spaced, 12-point font with 1" margins and completed with a list of references on a separate page. Final paper will be due along with your presentation on **Monday, June 8, 2015**.