



Course Syllabus

[Chaminade University Honolulu](http://www.chaminade.edu)

3140 Waiālae Avenue - Honolulu, HI 96816

www.chaminade.edu

COURSE TITLE: CJ 270 SUPERVISION AND MANAGEMENT (Online); 3 credits

SEMESTER: 2017 Summer PACE term (July 3, 2017 to September 9, 2017)

INSTRUCTOR: Jerolene Ikeda-Bernardo

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OFFICE HOURS: By appointment only

COURSE DESCRIPTION: Study of the major theories of management, organizing, motivation and leadership, and decision-making as applied to criminal justice personnel. This course provides competencies to meet the program outcome to allow students to demonstrate an understanding of a model of criminal justice management theory and practice, stressing conceptual, methodological and contextual knowledge development and application.

TEXTBOOK: Swanson, C. R., Territo, L., and Taylor, R. W. (2017). *Police Administration: Structures, Processes, and Behavior* (9th ed.). New Jersey: Pearson.

STUDENT LEARNING OUTCOMES:

Students completing this course will demonstrate an understanding of:

1. the evolution of police administration and policing today
2. politics and police administration, and police leadership
3. organizational theory, design, and change; and planning and decision making
4. human resource management
5. organizational and interpersonal communication
6. financial management
7. stress and police personnel
8. legal aspects of police administration

MARIANIST EDUCATIONAL VALUES:

The five characteristics of a Marianist Education are:

1. Educate for Formation in Faith.
2. Provide an Excellent Education.
3. Educate in Family Spirit.
4. Educate for Service, Justice, and Peace.
5. Educate for Adaptation to Change.

Selected from *Characteristics of Marianist Universities: A Resource Paper*, Published in 1999 by Chaminade University of Honolulu, St. Mary's University and University of Dayton

COURSE REQUIREMENTS:

****Please note that in order to complete this course successfully, you must have access to internet, a computer, and a printer.**

1. Weekly discussion
2. Weekly homework assignments
3. Midterm Exam
4. Final Exam

PARTICIPATION: Class participation is an expected and essential requirement of the course. A student's participation in each session is considered important to the learning process. Missing a session is not an excuse for not being prepared for the next session. Failure to participate in the course for a period of two weeks may result in an administrative withdrawal by the Instructor.

ASSIGNMENTS: All assignments must be completed prior to the due dates set forth or the student will not be prepared to participate meaningfully in discussions on Canvas. **Any assignment turned in after the due date (if accepted) will be graded at 50% of the earned grade.**

WRITING POLICY: All papers should demonstrate mastery of grammar, punctuation, spelling and syntax expected of college level students. Use of [APA](#) is required for all papers. If you need writing assistance, please seek help from Student Support Services and the [Academic Achievement Program](#). All papers are to be word-processed, proofread, and solely the work of the author.

ACADEMIC HONESTY: Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated. Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records or examinations, alteration of grades, and plagiarism. Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Dean of the Academic Division. Punishment for academic dishonesty will be determined by the instructor and the Dean of the Academic Division and may range from an 'F' grade for the work in question to an 'F' for the course to suspension or dismissal from the University.

ADA ACCOMODATIONS:

The University is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students who need accommodations must be registered with Student Disability Services. Students with special needs who meet criteria for the Americans with Disabilities Act (ADA) provisions must provide written documentation of the need for accommodations from the Counseling Center by the end of week three of the class, in order for the instructor to plan accordingly. Failure to provide

written documentation will prevent your instructor from making the necessary accommodations. Please refer any questions to the Dean of Students.

Title IX:

Chaminade University of Honolulu (CUH) recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator. Should you want to speak to a confidential source you may contact the following:

- Chaminade Counseling Center| [808 735-4845](tel:8087354845).
- Any priest serving as a sacramental confessor or any ordained religious leader serving in the sacred confidence role.

ACADEMIC POLICIES: Please take note of the Academic Honesty and Plagiarism policy that are stated in the Chaminade General Catalog for 2015. Plagiarism can result in a failure of the course.

GRADING:

A= 90 to 100% of the total points

B=80 to 89% of the total points

C=70 to 79% of the total points

D=60 to 69% of the total points

Grade Weight Distribution

Final Exam	45%
Midterm Exam	25%
Weekly Assignments	15%
Weekly Discussion	15%
TOTAL	100%

Grading Procedure:

All weekly work will be posted on or before Monday morning and will be due on Saturday evenings before 9:00 P.M HST.

***Weekly Discussion Posts: Discussion posts will consist of responding to a question(s) posed each week as well as responding to a minimum of three (3) of your classmate's responses. Your initial response post will be due by Wednesday 11:59 P.M of that week to ensure that your classmates may respond to the minimum of three others prior to Saturday 9:00 P.M of that week. **Weekly Discussions cannot be made up once the due date has passed.**

*Weekly Assignments: These assignments will be submitted directly to the instructor via the "submit assignment" feature. The assignments will task the student with answering questions and providing article reactions related to the week's chapter(s).

***Note: The instructor reserves the right to amend the syllabus or class schedule. Any modifications will be made known to the student.**