

Criminal Justice Supervision

Tues. / Thurs. - 10:30 to 11:45

Browning Bldg., Room 210

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Success is less a matter of personal charisma, high I.Q., or "natural talent";... as it is a matter of genuine commitment, discipline, hard work, and personal motivation. / Give me a hard working 'average Joe' who is truly dedicated, highly motivated, and well disciplined, over a lazy "genius" any day.

Will it matter that I was?

Course Description:

The academic discipline of Criminal Justice has been heavily influenced by such other fields of study as **psychology, sociology, criminology, history, anthropology, political science**, etc.. The information and knowledge gleaned from these schools of thought are the results of close observation of the human experience over thousands of years; culminating in a wealth of information, "best practices", and strategies for managing and supervising people and organizations of all kinds. Criminal justice systems of the 21st century are the beneficiaries of such experience and research.

"Policing" in society is a relatively new concept in the human experience and it has quickly evolved into a well-established and respected profession. There has been a tremendous amount of research and documentation by academic scholars and criminal justice executives over the last 45 years, resulting in policies and strategies pertaining best practices and the most efficient methods for managing and supervising these institutions. Initially influenced by Sir Robert Peel, of 19th century England, the first American police institutions incorporated certain military style organizational skills; but it has only been within the last century that the criminal justice profession has turned also to the business world for examples and training in all aspects of management, supervision, and leadership.

This course will incorporate all that has been learned and made available in the realm of **organization, administration, management, supervision, and leadership** as it applies to the law enforcement profession. In the process it will do much to prepare the next generation of law enforcement leaders and supervisors as they identify and implement future organizational challenges in an *ever changing* society.

This course should be of interest to any student pursuing a career in law enforcement, probation and parole, corrections, criminal and civil law, criminology, education, and/or politics. It should also be a course of interest for any student who is simply interested in human interaction and the very need for a criminal justice system in society. It will integrate the use of lectures, videos, guest speakers, assigned texts, and practical demonstrations to make those points. This course will prepare the student for future leadership positions in law enforcement and provide the basic knowledge of police administrative practices and theory as a foundation for other academic courses in criminal justice.

The TEXT:

"Management & Supervision in Law Enforcement", 6th Edition; Karen Matison Hes / Christine Hess Orthmann; Delmar Cengage learning, 2012.

Reference texts:

"Management and Supervision of Law Enforcement Personnel", 4th Edition; Gould Publications 2006.

"Criminal Justice Management - Theory and Practice in Justice-Centered Organizations", Oxford Publications, 2009.

"Supervision of Police Personnel", 7th Edition; Pearson Prentice Hall, 2009.

"Criminal Justice Organizations - Administration and Management", 5th Edition; Wadsworth Cengage Learning, 2012.

"The Heart and the Fist – The Making of a Navy Seal", Eric Greitens

"Administration and Management in Criminal Justice", Second Edition; Sage Publications Inc., 2015.

COURSE GOALS AND OBJECTIVES:

The student in this course will first be exposed the basic foundation of American Police organizations as a primary discussion on the very need for law and a criminal justice system in our lives. We will then discuss the origin and nature of organizations and the basic history and development of law enforcement institutions specifically. The student will analyze the purpose, function, effectiveness, and efficiency of the current police function and organization, to include personnel management and supervision as they relate to issues in community policing strategies. The understanding of these issues will provide the skills and knowledge necessary for the next phase of the student's criminal justice career. At the conclusion of this course the student should be able to openly discuss such relative topics as:

- 1- The organizational structure of American policing and its effect on the community it serves;
- 2- The concept of quality control, efficiency, and the community perception of the police function;
- 3- The importance of mission statements, and policies and procedures; as well as the efficacy of goals, objectives, work plans, motivation, and self-critique in the process.
- 4- The differences between administration, management, and supervision;
- 5- Personnel conflict, complaints, grievances, and external stressors; and the role they play in the overall functionality of the organization.
- 6- Leadership styles and the importance of responsible decision-making;
- 7- The concepts of authority, responsibility and delegation;
- 8- The importance of communication, discipline, motivation, and problem solving;
- 9- An overview of the importance of ethics in management and issues of civil liability; and
- 10- The importance of training, development, productivity, and self-assessment.

INSTRUCTOR EXPECTATIONS:

* Classroom **attendance** and participation is a necessary component of this course for several obvious reasons, i.e., how is one to understand the deployment of “law enforcement resources”, talked about in chapter 13 without having a basic knowledge of “the police mission” talked about in chapter 3?

Prompt attendance is critical in the legal field. Attorneys, law enforcement, and witnesses have been sanctioned, fined or even jailed when they failed to appear or show up promptly at a designated time. It is a sign of maturity and discipline. Excessive tardiness will affect your “participation” grade. Make-up exams will be considered only on a case-by-case basis and only upon prior arrangement with the instructor.

* All **reading assignments** should be completed ahead of the corresponding lecture. The lecture is meant to *clarify and expound* upon the basics of the text. Guest speakers and other outside resources may be used during the semester so class lecture time may then be limited. Therefore, the student will ultimately be held responsible for all assigned reading for testing purposes, *regardless of whether such material was discussed in the classroom.*

* Short **outside research** or participation projects may be assigned as extra credit on an “*as need basis*”. (Quizzes on the reading material may also be given periodically and on an “as need basis”, and said grade will be included in the participation portion of your overall grade.

* **Note-taking** is highly recommended due to the fact that a great deal of “case law” and material from several additional texts may be used by the instructor to make points discussed in the main text.

* **Respecting** the discussion leader, and/or students asking questions, is absolutely **mandatory**. There is limited time and the instructor is legally obligated to assure that a certain amount of information is given.

* **Excused absences;** while I am sympathetic to the fact that each person’s life is unique and can become complicated, and I am fairly easy to work with in that regard, there must also be **limitations** and I will expect you to regulate your own circumstances as much as is possible, and to give me prior notice on a priority basis.

***In return:** What you may expect of me: I will never waste your time. I will commit to you that I will continue to study, research, and plan meaningful information for you. I will do all in my power to make this class as interesting as possible and I will work with you to the extent that I am able in achieving the grade and information you need. I will attempt to be attentive to your needs in cases of family emergency within the limitations set by college policy.*

Final Exam Schedule

Spring 2015

Mon – May 4		Tues – May 5		Wed – May 6		Thur Only	
Daily, MWF, MF, M Only		TR, T Only		Daily, MWF, MW, M Only		TR, Thur Only	
Class Time	Exam Time	Class Time	Exam Time	Class Time	Exam Time	Class Time	Exam Time
7:00	7:00 – 9:00	8:00	7:30 – 9:30	9:00	8:00 – 10:00	9:00	10:00 – 12:00
10:00	9:30 – 11:30	11:00	10:00 – 12:00	12:00	11:00 – 1:00	12:00	12:30 – 2:30
12:00	12:00 – 2:00	2:00	12:30 – 2:30	2:30	2:00 – 4:00	3:00	3:00 – 5:00
4:00	2:30 – 4:30					4:00	4:00
Fri Only Classes		MW or M Only Classes		TR, Tues Only Classes		Wed Only Classes	
5:00	5:00	5:00	5:00	5:00	5:00	5:00	5:00
7:30	7:30	7:30	7:30	7:30	7:30	7:30	7:30

Available Resources

As a student at Dixie State University, you have access to several helpful resources:

- Library
- Computer Lab (located at the Smith Computer Center and the Library)
- Disability Resource Center - Provides services and accommodations to students with disabilities.
- IT Student Help Desk - We provide support for the following: Blackboard Vista, Dmail, wireless, software resources for students, and student laptop lease program.
- Online Writing Lab - Many writing classes utilize this site. Among other things, students can use the Online Writing Lab to submit papers electronically to the Writing Center.
- Student Success Center (www.dixie.edu/studentssuccess)
- Testing Center
- Tutoring Center - Free and open to all students. Improve your study skills and clarify concepts and class material.
- Writing Center - "Our mission is to help you become a better writer by approaching your assignments as a process of invention, writing, and revision."

See our Campus Map for the location of these and other resources.

Policies and Statements

- Academic dishonesty / Academic integrity policy
- Disruptive behavior policy
- Absences related to college functions
- Reasonable Accommodation:

Students with medical, psychological, learning or other disabilities desiring reasonable academic adjustments, accommodations, or auxiliary aids to be successful in their program of study should contact the Disability Resource Center within the first two weeks of the beginning of classes for eligibility determination.

Proper documentation of impairment is required in order to receive services. DRC is located on the ground floor of the Financial Aid Office. You may call 652-7516 to schedule appointment for further information regarding the process to receive accommodations. DRC Coordinator determines eligibility for and authorizes the provision of services.

- Dmail:

You are required to frequently check your Dmail account. Important class and university information will be sent to your Dmail account, including DSU bills, financial aid/scholarship notices, notices of cancelled classes, reminders of important dates and deadlines, and other information critical to your success at DSU and in your courses. To access your Dmail account, visit go.dixie.edu/dmail. If you do not know your Dmail username or you have forgotten your PIN, visit go.dixie.edu/mydixie and follow the respective instructions.

Required Syllabus Information for Faculty Members

For interested faculty members, we have included a list of all information needed for a course syllabus here



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- Policy & Procedures

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- Business & Communication
- Science & Technology
- Nursing & Allied Health

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- Human Resources
- Employment Opportunities
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- Campus Services
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DIXIE STATE COLLEGE - CRIMINAL JUSTICE
CRIMINAL JUSTICE SUPERVISION - 2020 - Spring Semester, 2015

Day 1	1/13/15	*Introduction: Syllabus; Text; Reading schedule; etc.
Day 2	1/15/15	*Man: "A social animal"; and the first tribe. - (<i>Organization</i>)
Day 3	1/20/15	*Man: "The Neanderthal". - (<i>Organization</i>)
Day 4	1/22/15	*Man: "The need for law in our lives". - (<i>Organization</i>)
Day 5	1/27/15	Chptr. 1 - Management, Supervision and Leadership
Day 6	1/29/15	*Leadership; skill vs. learned behavior
Day 7	2/03/15	Chptr. 2 - Organization and Structure in American Policing
Day 8	2/05/15	Chptr. 3 - The Police Mission - Getting the Job Done
Day 9	2/10/15	Chptr. 4 - Communication: A Critical Management Skill
Day 10	2/12/15	*Communication - the key to "organizational" success
Day 11	2/17/15	<i>Course review and update / TEST - 1</i>
Day 12	2/19/15	Chptr. 5 - Decision Making and Problem Solving as a Manager
Day 13	2/24/15	*Responsible decision making and "risk management"
Day 14	2/26/15	Chptr. 6 - Time Management: Minute by Minute
Day 15	3/03/15	Chptr. 7 - Training and Beyond
Day 16	3/05/15	Chptr. 8 - Promoting Growth and Development
<i>..... March 9 thru 13: Semester Break</i>		
Day 17	3/17/15	Chptr. 9 - Motivation and Morale
Day 18	3/19/15	<i>Course review and update / TEST - 2</i>
Day 19	3/24/15	Chptr. 10 - Discipline and Problem Behaviors
Day 20	3/26/15	*Rules, regulations, expectation, and the chain of command
Day 21	3/31/15	Chptr. 11 - Complaints, Grievances and Conflict
Day 22	4/02/15	Chptr. 12 - Stress and Related Hazards of the Job
Day 23	4/07/15	<i>Course review and update / TEST - 3</i>
Day 24	4/09/15	Chptr. 13 - Deploying Law Enforcement Resources and Improving Productivity
Day 25	4/14/15	Chptr. 14 - Budgeting and Managing Costs Creatively
Day 26	4/16/15	Chptr. 15 - Hiring personnel and Dealing with Unions
Day 27	4/21/15	Chptr. 16 - Measuring Performance: Assessment and Evaluation
Day 28	4/23/15	Chptr. 17 - Learning from the Past: Looking to the Future
Day 29	4/28/15	<i>Course review</i>
Day 30*	5/7/15	9:30 a.m. to 11:30 a.m., Same Class Room