

CRIMINAL JUSTICE SUPERVISION

CJ 2020

**Tues. and Thurs. - 10:30-11:45
University Plaza, Bldg. D, Room 101D**

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*“Organizations are an integral part of our lives...
This membership in organizations continues
throughout our lives, and, in the end, our
obituaries will include a chronicle of our
organizational attachments”.*

*(Stojkovic; Kalinich; and Kloras - “Criminal Justice
Organizations”, third edition)*

BASIC COURSE DESCRIPTION: This course is for the student who is interested in learning the dynamics and skills of leadership and public administration, especially as those skills apply to the supervision and administration of organizations within the criminal justice field. While the concepts of organization, administration, supervision and leadership are the primary focus of this particular study, this course will rely heavily on other such academic discipline as psychology, sociology, anthropology, history, criminology, law, political science, and human behavior. And while there has been a tremendous amount of research over the past several decades in reference to the intricacies and efficacies of public administration, the very root of administration and organization is “human behavior”, (which has been studied and analyzed over thousands of years). This will therefore concentrate on criminal justice system organizations and the human element involved in administration and management of those organizations.

TEXT: *Stan Stojkovic; David Kalinich; and John Klofas (2012).*

Criminal Justice Organizations - Administration and Management, 5th edition. Wadsworth Cengage Learning

COURSE GOALS AND OBJECTIVES: After successful completion of this course the student should have a working knowledge of the term “organization”, and the impact that the concept of organization has on society and human nature. The student will better understand the human need to plan and to bring organization to their lives, and how that organization then benefits society. The student will understand that organization requires leadership and leadership by its very nature is suppressive. Leadership is governance, and governance is power, and power corrupts. The student will therefore learn the importance of strong leadership, ethics in management, and the value of fair and intelligent administration. This course will focus on the complexities of criminal justice administration, its challenges and rewards, and the latest and greatest in empirical research for a more efficient criminal justice administration future.

At the end of this course the student should be able to discuss the following concepts:

- The important relationship between human behavior, society, and government; and the need for organization and management in our lives.
- How the concept of organization impacts the concept of law and order in America.
- The structure and composition of organizations within the criminal justice system.
- The importance of motivation, leadership, and supervision in the criminal justice system.
- Power, politics, and group behavior in criminal justice organizations.
- Research, change, and conflict; and current best practices in supervision.

EXPECTATIONS:

* **Attendance.** Daily attendance is a necessary. Each chapter builds on the precepts of the previous chapter and the lecture will be important in reference to highlighting concepts that may be very new to the student.

* **Reading assignments.** 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 will be an important addition to this course and in most cases we will have to accommodate them on their schedules, and therefore class lecture time may be interrupted and ultimately limited. Therefore the student may still be held responsible for all assigned reading for testing purposes and regardless of whether such material was discussed in the classroom.

* **Outside assignments.** Out of class projects may be assigned and as extra credit on an “as need basis”.

* **Quizzes.** Short tests on the reading material may be given periodically to assess the progress of class.

* **Note-taking.** Taking good notes is highly recommended due to the fact that a great deal of information may come from other related texts and from guest speakers, and will all be used by the instructor to make points discussed in the main text.

(Expectations continued):

What you may expect of me. In return for your attentiveness and hard work you may expect of me that I will never waste your time. I will work hard to seek out guest speakers and additional information that will augment the text. 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 if I see that you have made a valiant effort.

CLASS RULES:

(#1): **Respect** for those responsible by law for the conduct and substance of this course, mainly the instructor. Though class participation is appreciated and encourage, the instructor is ultimately responsible for covering a certain amount of academic material and must control class momentum. Unnecessary disruption of class lectures or assignments is legal grounds for dismissal.

Respect for the course time line and curriculum; meaning that if you still have questions about a particular topic that may have only been briefly addressed in the classroom you may take it up with the instructor in out-of-class time.

Respect for other members of this particular class; meaning there will be no tolerance for open disrespect of one's opinions, beliefs, nationality, race, religion, gender, politics, etc. This will be closely monitored and controlled by the instructor as well.

(#2): **Interruptions** during class may result in your being asked to leave the class and your participation grade being lowered. Cellular telephone calls and text messaging during class is strictly PROHIBITED. (CELLS PHONES MUST BE TURNED OFF IN CLASS per DSC Academic policy).

Library Hours of operation are posted online at <http://library.dixie.edu/info/hours.html>

D-mail Student activities, drop and add dates, billings, financial aid, scholarship notices, academic and student activities calendars, and many other important reminders that are essential to your success in the classroom will be posted on you D-mail account. All DSC students are automatically assigned a D-mail account. You may locate your password by going to www.dixie.edu and select D-mail for complete instructions. You will be held responsible for information sent to you on D-mail.

Administrative Withdrawals It is the policy at DSC that students who fail to attend the first week of class without making contact with the instructor regarding that absence may be withdrawn by the instructor to allow enrollment by the other students. If a student fails to attend class at all during the first week an administrative withdrawal card may be filled out and the student will be officially removed from the class rolls before the end of the third week of the term. Therefore, class rolls are important.

GRADING:Final grades will be determined on a percentage basis:

93%, A- = 90%, B+=87%, B=83%, B-=80%, C+=77%, C= 73%, C-=70, D=68, F=67% and below.

A =

Writing Center: Writing assistance is available in all courses, free of charge at the Writing Center. The center is located in the first floor of the Browning building. The hours are M-F 9:00 am to 5:00 pm daily.

Online Writing Labs: There is an Online Writing Lab website for information on a variety of issues related to writing, and for numerous links to relevant web-sites. To reach the page, type the following link in your browser <http://dsc.dixie.edu/owl/>, or go to the DSC home page, scroll to "Academics," and select "Online Writing Lab."

DISCLAIMER: Information contained in this syllabus may be subject to change with short notice as deemed appropriate by the instructor. *The reading and lecture schedule will remain flexible in order to facilitate guest speakers, demonstrations, outside resource opportunity, and a learning pace at which the majority of the class is comfortable.*

ACADEMIC INTEGRITY: The "rule of law" is based upon trust. Plagiarism and/or cheating of any kind by any student at this level will be prosecuted to the fullest extent. No form of academic dishonesty can be tolerated.

Plagiarism defined: The non-attributed inclusion of another's work as the student's own, in whole or in part.

IX. ACADEMIC INTEGRITY - Failure to comply with academic integrity, honesty, and behavior standards may result in course failure or administrative withdrawal from the class. The student conduct code permits the instructor to dismiss without discussion any assignment or test in which cheating is suspected, and to make recommendations that you be expelled from DSC.

X. CLASS POLICIES AND NOTES - a. Disruptive behavior in class may also lead to an administrative withdrawal. Disruptive behavior is defined as any behavior that interferes with the teacher's ability to teach or the learning of other students. Such action in accordance with law is as follows:

1. A verbal request to comply with behavioral expectations of the class.
2. One written 'warning' informing you that you have not made the required behavioral adjustment.
3. Administrative withdrawal.

TESTING CENTER All tests will take place in the classroom.

DISABILITIES: "Proper documentation of a disability is required in order to receive services or accommodations. Any student eligible for and requesting reasonable academic accommodations due to a disability must provide a letter of accommodation to their professor from the Disability Resource Center within the first two weeks of the beginning of classes. Please contact the Center on the main campus to follow through with the documentation process. The Disability Resource Center is located in the Student Services Center, or you may call for an appointment and further information regarding the Americans with Disabilities Act (ADA) at 652-7516.

SEXUAL HARASSMENT: Sexual harassment in any form is prohibited by DSC policy and any suspected incidents of such should be immediately reported to the instructor.

CRIMINAL JUSTICE SUPERVISION - 2020
10:30-11:45 - University Plaza 101D

Tuesday	1/10/12	Class Intro / Course Bus. and Overview / Syllabus and Expectations
Thursday	1/12/12	“Man”; Society; and “Man’s” Need to Organize / The “First Tribe of ‘Man’”
Tuesday	1/17/12	Chapter 1- Basic Concepts of Understanding Criminal Justice Organizations
Thursday	1/19/12	Chapter 1- (Continued: organization, management, leadership, and open-system theory)
Tuesday	1/24/12	Chapter 2- Structure of Criminal Justice Organizations
Thursday	1/26/12	Chapter 2- (Continued: organizations within the organization; mission, policy, budget, etc.)
Tuesday	2/2/12	Chapter 3- The Criminal Justice System in Its Environment
Thursday	2/4/12	Chapter 3- (Continued: political, legislative, administrative, and community influences)
Tuesday	2/7/12	Chapter 3- (Continued: internal environmental states and organizational response)
Thursday	2/9/12	Course Review / TEST-1
Tuesday	2/14/12	Chapter 4- Problems of Communications
Thursday	2/16/12	Chapter 4- (Continued: communication theory - formal and informal communication)
Tuesday	2/21/12	Chapter 5- Motivation of Personnel
Thursday	2/23/12	Chapter 5- (Continued: organizational theory as it applies to motivational theory)
Tuesday	2/28/12	Chapter 6- Job Design
Thursday	3/1/12	Chapter 6- (Continued: job design theory and redesign theory in human services)
<i>Spring Semester Break</i>		
Tuesday	3/6/12	Course Review / MID-TERM
Thursday	3/8/12	(Guest speaker - “been there, done that”) / Intro to chapter 7 (Leadership)
Tuesday	3/20/12	Chapter 7- Leadership
Thursday	3/22/12	Chapter 8- Personnel Evaluation and Supervision
Tuesday	3/27/12	Chapter 8- (Continued: models for employee supervision)
Thursday	3/29/12	Chapter 9- Occupational Socialization
Tuesday	4/3/12	Chapter 9- (Continued: organizational culture; influence and control)
Thursday	4/5/12	Chapter 10- Power and Political Behavior
Tuesday	4/10/12	(Guest speaker; “power vs authority”) / chapter 10 continued
Thursday	4/12/12	Course Review - TEST-3
Tuesday	4/17/12	Chapter 11- Organizational Conflict
Thursday	4/19/12	Chapter 11- (Continued: the efficacy of conflict - conflict management)
Tuesday	4/24/12	Chapter 12- Decision Making
Thursday	4/26/12	Chapter 13- Organizational Effectiveness
Tuesday	5/1/12	Chapter 14- Change and Innovation
Thursday	5/3/12	Chapter 15- Research in Criminal Justice Organization

TBA

FINAL