

Sul Ross State University
Department of Homeland Security and Criminal Justice
CJ 4302 W01 Police Management
Fall 2018 Web-delivered Course

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Course Description:

This course will explore management, and supervision, as well as leadership responsibilities, within law enforcement agencies in the United States.

Upon completion of this course students should be able to understand police management, supervision, and Leadership. Students should be able to understand the organization and structure of American policing as well as decision making and problem solving as a manager. Discussion will also include the training, promoting growth and development, and motivation and morale.

Students will define an established knowledge of specific of police managers dealing with discipline and behavior problems, as well as the filing of complaints and grievances. Students will be able to understand and identify the personnel hiring process. Students will be able to compare and evaluate measuring performance through assessment and evaluation. Students will be able to identify and evaluate budgeting and budget needs and assessment. Students will be able to explain and demonstrate deploying resources to improve productivity.

Criminal Justice Undergraduate Program Student Learning Outcomes (SLOs)

UG-CJ-SLO1: Student will be able to demonstrate knowledge of specific areas of the U.S. Constitution as it relates to specific legal liabilities.

UG-CJ-SLO2: Student will be able to demonstrate knowledge of criminological theories, and apply those theories to an analysis of practical criminal justice events.

UG-CJ-SLO3: Student will be able to demonstrate a working knowledge of the specific language of the Criminal Justice System, ability to identify the individual parts and costs associated with the Criminal Justice System, and demonstrated knowledge in recognizing the political influences on the CJ system.

Required Text:

Hess, Karen Matison and Christine Hess Orthmann (2015) *Management and Supervision in Law Enforcement, 7th Edition*. Delmar, Cenage Learning.
ISBN 13: 9781285447926

Distance Education Statement: Students enrolled in distance education courses have equal access to the university's academic support services, such as Smarthinking, library resources, such as online databases, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should correspond using Sul Ross email accounts and submit online assignments through Blackboard, which requires secure login information to verify students' identities and to protect students' information. The procedures for filing a student complaint are included in the student handbook. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website.

Requirements – Students will:

This is a Blackboard class and students will be expected to participate frequently with class discussions and complete all assignments in a timely manner. Students are responsible for logging into the class frequently to ensure full participation in class. Any technical problems experienced that hinders a student from logging in should be reported to me promptly so that the problem can be fixed, assignments completed and proper credit given. If you are having any problems, please email me right away or contact me at the CJ office.

Grading:

Final Grades in this course will consist of student's performance on Discussion Questions, Tests, and current events summaries.

All tests must be completed on time as there will be no make-up exams given. The Tentative Course Schedule provides the dates for these exams. The final exam will be available only during final s week and will cover the last three chapters only.

Discussion Questions:

Students will be expected to log in frequently, possibly several times each week, to actively participate in class discussions. Participation will involve responding to each discussion question as well as responding to information posted by other students. Students are required to participate and are expected contribute considerably to discussion boards. Students will need to draw on their own personal experiences, knowledge gained from reading the textbook, prior coursework, and any other source that would make a positive contribution to discussions. Each week there will be 1-2 discussion questions posted on Blackboard. The Assignment section will provide students with the guidelines for discussion content. All responses for discussion shall remain professional and courteous at all times.

Current Events Summary:

As this class will demonstrate, criminal procedure is continuously met with court challenges, changes, modifications and news-worthy incidents covered by news media. Students will be required to select at least one current event related to criminal procedure, summarize the event and main points

associated with it, and post the summary to the discussion board. Each student will be required to comments on at least two of these posts.

Plagiarism:

Integrity is essential in the criminal justice field. Each student is expected and required to do their own work. Any cheating or plagiarism on any assignments in this class will result in a grade of "F".

Sul Ross State University is committed to equal access in compliance with the Americans with Disabilities Act of 1973. It is the student's responsibility to initiate a request for accessibility services. Students seeking accessibility services must contact Mary Schwartz, M. Ed., L.P.C., in Counseling and Accessibility Services, Ferguson Hall, Room 112. E-mail: mschwartz@sulross.edu The mailing address is P.O. Box C-122, Sul Ross State University, Alpine, Texas 79832. Telephone: 432-837-8691.

Fall 2018 Course Schedule

POLICE MANAGEMENT

- Aug 27 – Aug 31** Course Introduction (Introduction to assignments and Blackboard, begin reading chapters) Read Chapter 1 – The Organization and Mission Policing in the United States. Chapter 1 deals with the organization of law enforcement agencies and the role of mission statements with emphasis on community-oriented policing, intelligence-led policing, and evidence-based policing. Accomplish the Discussion Assignment 1.
- Sep 3** **Labor Day (no classes)**
- Sep 4 – Sep 7** Read Chapter 2 – Management, Supervision, and Leadership in Law Enforcement. This chapter will cover the role and characteristics of manager, leaders, and management and leadership styles. Accomplish the Discussion Assignment 2.
- Sep 10 – Sep 14** **Test 1 (Chapters 1 and 2).** Read Chapter 3 – Communication: A Critical Leadership Skill. This chapter discusses the communication process internally, externally, and with the community. Accomplish the Discussion Assignment 3.
- Sep 17 – Sep 21** **This assignment covers two (2) chapters.** Read Chapter 4 – Decision Making and Problem Solving as a Manager and Leader. This chapter covers basic and complex methods of making decisions and problem solving. Accomplish the Discussion Assignment 4. Read Chapter 5 – Time Management: Minute by Minute. This chapter includes various aspects of time management by managers. Accomplish the Discussion Assignment 5.
- Sep 24 – Sep 28** **Test 2 (Chapters 3, 4, and 5).** Read Chapter 6 – Staffing Your Agency: Hiring, Training, and Professional Learning. This chapter discusses the hiring of personnel and laws affecting employment, as well all aspects of training and learning including variables affecting learning, principles of learning, and instructional methods and the types of training ranging from new recruit through in-service training. Accomplish the Discussion Assignment 6.
- Oct 1 – Oct 5** Read Chapter 7 – Promoting Growth and Development. This chapter provides insight on developing positive attitudes and image of the agency, as well as improving the areas of cultural awareness and sensitivity, and developing a high degree of ethics and integrity throughout the organization. Accomplish the Discussion Assignment 7.
- Oct 8 – Oct 12** Read Chapter 8 – Motivation and Morale. This chapter deals with the various aspects of motivation and morale of employees. Accomplish the Discussion Assignment 8.

- Oct 15 – Oct 19** **Test 3 (Chapters 6, 7, and 8).** Read Chapter 9 – Collaborating with Labor Management and Handling Complaints and Grievances. This is a chapter covers addressing the areas of complaints and grievances, the processes for handling them, as well as managing conflicts both internally and externally of the organization. Accomplish the Discussion Assignment 9.
- Oct 22 – Oct 26** Read Chapter 10 – Discipline and Problem Behaviors. This chapter provides insight on managing problem employees and behaviors within an organization. Accomplish the Discussion Assignment 10.
- Oct 29 – Nov 2** Read Chapter 11 – Stress and Related Hazards of the Job. This chapter covers the various sources of stress affecting not only managers, but also employees within the organizations and appropriate methods of reducing and eliminating stress. Accomplish the Discussion Assignment 11.
- Nov 5 – Nov 9** **Test 4 (Chapters 9, 10, and 11).** Read Chapter 12 – Deploying Law Enforcement Resources and Improving Productivity. This chapter addresses how the various resources of a law enforcement agency are deployed and utilized using the best practices to improve organizational productivity. Accomplish the Discussion Assignment 12.
- Nov 12 – Nov 16** Read Chapter 13 – Budgeting and Managing Costs Creatively in the New Norm. This chapter provides insight on the organizational budgeting process and addresses ways to cut or reduce costs while maintaining and improving high levels of service. Accomplish the Discussion Assignment 13.
- Nov 19 – Nov 23** **THANKSGIVING BREAK (No class discussions)**
- Nov 26 – Nov 30** Read Chapter 14 – Measuring Performance: Assessment and Evaluation. This chapter covers performance appraisals and evaluations of employees and the organization as a whole. Accomplish the Discussion Assignment 14.
- Dec 3 – Dec 5** Read Chapter 15 – Learning from the Past; Looking to the Future. This chapter covers addresses current trends and critical issues changing the way law enforcement functions within our communities. Accomplish the Discussion Assignment 15.
- (Last class Day Wednesday, Dec. 5)**
- Dec 7 -- 12** **FINAL Test 5 (Chapters 12, 13, 14, and 15)**
- Dec 14 (Friday)** **Fall Commencement, Pete P. Gallego Center, 7 p.m.**