Police Organization and Administration

CJS 250
Spring 2017

Three Rivers Community College
574 New London Turnpike
Norwich, Connecticut, 06360

Jeff Crouch, Ph.D.

jcrouch@trcc.commnet.edu

Office: D 209-C

(860) 215-9418

Office Hours:

M/W 12:30 to 2:00

T/R 11:00 to 2:00

Other times by appointment only.

I. **Course Title:** Police Organization and Administration

II. **Course Information:**

A. CJS K250

B. Room: D 221

C. Day/Time: T/R 12:30 to 1:45

III. **Course Description:**

This course exposes the student to the complexities inherent in the administration of modern law enforcement organizations by presenting and analyzing a variety of management styles and administrative techniques used in such organizations. Students will examine many of the internal and external factors that impact contemporary law enforcement organizations (e.g., federal regulations, political structures, community needs, press, etc.). Students will be exposed to theoretical perspectives, practical applications and designs in an environment that encourages discussion, writing, and networking with local and state agencies.

IV. **Course Goals:**

Demonstrate knowledge of key areas of consideration for Management Professionals within the Law Enforcement Professions.
- Analyze quantitative data to draw a picture of social/political and legal context in which they are to operate.
- Effectively articulate the quantitative data to others.
- Utilize knowledge from quantitative data to develop logical relationships between constituencies and mission, building design, leadership style, staffing, recruitment, technology and resources for a law enforcement agency.
- Formulate an underlying philosophical foundation by developing a mission statement and code of ethics.

To assess what information is needed to answer questions and solve problems and to retrieve, evaluate, and use that information effectively.

- To identify information needed to answer questions
- To access information efficiently
- To evaluate information and its sources for specified purposes
- To apply ethical, social and legal principles when accessing and using information.

To understand and convey ideas in diverse contexts using reading, writing, speaking and listening.

- To comprehend and evaluate written passages.
- To write clearly.
- To speak clearly.
- To understand lectures, arguments, and other speech.

V. Instructional Methods:

A. Lecture
B. Discussion
C. Practical Exercises

VI. Required Text:

Police Administration, 8th Edition. Gary W. Cordner, Anderson Publishing, ISBN 978-1-4557-3118-3.

VII. Disabilities Statement:

If you are a student with a disability and believe you will need accommodations for this class, it is your responsibility to contact the Disabilities Counseling Services at 860-215-9265. To avoid any delay in the receipt of accommodations, you should contact the counselor as soon as possible. Please note that I cannot provide accommodations based upon disability until I have received an accommodation letter from the Disabilities Counselor. Your cooperation is appreciated.

VIII. Course Outline:

The following is a tentative class schedule. This is subject to change depending on the time required to cover the material and the needs of the students.

Course Outline:

Week #1 – Jan. 19, Introduction to Course/Instructor, Moon Explorer Exercise,

Week #2 – Jan. 24/26, Chapter 1, Blue Wall of Silence Video and Exercise,   L.E. Code of Ethics, Ethics Exercise

Week #3 – Jan. 31/Feb 2, Chapter 2, East Haven DOJ Report

Week #4 – Feb. 7/9, Chapter 3, Paper Workshop #1, Items 1, 2, 3, 4

Week #5 – Feb. 14/16, Chapter 4, Case Study #3

Week #6 – Feb. 21/23, Chapter 5, Pursuit & Discipline Policy

Week #7 – Feb. 28/March 2, Chapter 6, Case Study #1, **Mid-Term distributed**

Week #8 – March 7/9, Chapter 7, Paper Workshop #2, Items 5, 6, 7

Week #9 – March 14/16 Spring Break – No Class

Week #10 –March 21/23, Chapter 8, Case Study #2

Week #11 – March 28/30, Chapter 9, Case Study #4

Week #12 – April 4/6, Chapter 10, Leadership Island, Paper Workshop #3, Item 8

Week #13 –April 11/13, Chapter 11, Following Directions/Train Story

Week #14 – April 18/20, Chapter 12, Evaluation Comparison

Week #15 – April 25/27, Chapter 13, Project Workshop #4, Items 9, 10, 11, 12

Week #16 – May 2/4, Chapter 14, Case Study #5

Week #17 – May 9/11, Chapter 15, Final Project Due on the 11th.

IX.   Evaluation Procedures

Your final grade will be determined by a combination of the following assignments:

Case Studies (5) at 20 points each	total 100 points
Chapter Questions (10 @ 10 points each)	total 100 points
East Haven DOJ Report (1) at 50 points	total 50 points
Midterm Exam (1) at 350 points	total 350 points
Final Project (1) at 400 points	total 400 points
	Total 1000

Case Studies: The case studies are listed in the above. You must bring in two copies of the completed assignment the day it is scheduled for group work. You will turn in one copy and use the other for the group discussion. You will be allowed to revise the assignment based in the group work and turn it in the next class meeting.

Chapter Questions: Ten chapters are required out of the total of fifteen chapters. The chapter questions must be submitted **before** the chapter is covered in class.

Midterm Exam: Exam will be take-home essay.

Final Project: The final project will require that the student design a police department as provided by the guidelines that will be provided in class.

Grades: All grades will be posted in Blackboard. The grades will be expressed in a point value. For example: an exam is worth 400 points, a grade of between 0 and 400 points will be recorded. The total amount of points earned during the semester will correspond to the grade scale listed below.

X.   Final Grade Scale

A   =   94 - 100
A-   =   90 -   93
B+   =   87 -   89
B   =   83 -   86
B-   =   80 -   82
C+   =   77 -   79
C   =   73 -   76
C-   =   70 -   72
D+   =   67 -   69
D   =   63 -   66
D-   =   60 -   62
F   =   00 -   59
W   =   Withdrawal
I   =   Incomplete
P / F =   Pass / Fail
AU   =   Audit

XI. College Withdrawal Policy

A verbal "drop or withdrawal" from course(s) cannot be accepted by the instructor. Students must complete the required form and file it with the Registrar's Office. Students may drop or withdraw from a course up to the 15th week of the semester; the exact ending date for the drop period is listed in the academic calendar.

XII.   Instructor's Attendance Policy

Consistent attendance at class meetings is crucial to success in this course. You are expected to attend all classes in order to receive full benefit from instruction.

XIII.   Academic Dishonesty

Conduct which as its intent or effect the false representation of a student's academic performance and/or knowingly and intentionally assisting another student to do so in any way constitute academic dishonesty. In the event of academic dishonesty, the College's policy will be enforced.

XIV.   Electronic Devices etc.

Students are notified that cellular phones are allowed in class or in the Learning Resource Center only if they are turned off or turned to a silent mode. Under no circumstances are phones to be

answered in class. When there are extenuating circumstances that require that a student be available by phone, the student should speak to the instructor prior to class so that together they can arrive at an agreement.

XV. Digication Portfolio

All students are required to maintain an online learning portfolio in Digication that uses the college template. Through this electronic tool students will have the opportunity to monitor their own growth in college-wide learning. The student will keep his/her learning portfolio and may continue to use the Digication account after graduation. A Three Rivers General Education Assessment Team will select and review random works to improve the college experience for all. Student work reviewed for assessment purposes will not include names and all student work will remain private and anonymous for college improvement purposes. Students will have the ability to integrate learning from the classroom, college, and life in general, which will provide additional learning opportunities. If desired, students will have the option to create multiple portfolios.