

Police Organization and Administration

CJS 250

Spring 2006

Three Rivers Community College
Mohegan Campus
Norwich, Connecticut 06360

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Office: Annex Basement #1

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Office Hours:

M 1:00 to 4:00

F 9:00 to 12:00

Or by appointment (Please email for appointments)

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

II. **Course Information:**

A. CJS K250

B. Room Number: 306

C. Day/Time: W 6:30 to 9:15 PM

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.)

IV. **Course Goals:**

The goal of this course is to give the student an understanding and good working knowledge of theoretical perspectives in public administration, specifically focusing on the administration of law enforcement agencies.

V. **Instructional Methods:**

A. Lecture

B. Discussion

C. Small Group Work

VI. **Required Text:**

Police Administration: Structures, Process, and Behavior, Swanson, Territo, and Taylor,
Sixth Edition, Prentice Hall, (2005)

A copy of the text is on reserve at the library.

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 383-5240. 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:

Week #1 – 01-25 Introduction to Course/Instructor & Chapter 1

Week #2 – 02-01 Chapter 2

Week #3 – 02-08 Chapter 3

Week #4 – 02-15 Chapter 4

Week #5 – 02-22 Chapter 5

Week #6 – 03-01 Chapter 6

Week #7 – 03-08 Chapter 7

Week #8 – 03-15 Chapter 8 **Mid-Term Exam Due (Take Home)**

Week #9 – 03-22 **No Class Spring Break**

Week #10 – 03-29 Chapter 9

Week #11 – 04-05 Chapter 10

Week #12 – 04-12 Chapter 11 **Paper Due**

Week #13 – 04-19 Chapter 12

Week #14 – 04-26 Chapter 13

Week #15 – 05-03 Chapter 14

Week #16 – 05-10 Chapter 15

Week #17 – 05-17 Class Makeup Day (If Needed)

XI. Evaluation Procedures

Your final grade will be determined by a combination of exams, a short paper, and class participation.

Exams (2)	50% - 25% each
Research Paper	40%
<u>Class Participation</u>	<u>10%</u>
	100%

The paper will be on an approved topic of the student's choice. The topic must be related to this specific course and must be approved by the instructor by 03-08-2006. The paper will be at least 10 but no more than 15 pages long. The paper will be in APA style and will be written in Times New Roman 12 point type with standard margins. The paper will include a cover page that notes the title of the paper and all the relevant course and student information.

Exams will be take-home essay.

X. Final Grade Scale

A	=	94 - 100	P / F	=	Pass / Fail
A-	=	90 - 93	AU	=	Audit
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

XI. College Withdrawal Policy

A verbal “drop or withdrawal” from course(s) will be accepted through the 10th week of classes in accordance with the designated withdrawal deadlines. Students will need to provide the following information: full name, address, date of birth, student identification number and social security number, course reference number (CRN), description/subject and instructor’s name, if VA / FA benefits, Verbal drops or verbal withdrawals are processed through the Registrar’s Office and Subase site ONLY.

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. Cellular Phones and Beepers

Students are notified that cellular phones and beepers 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 or beeper, the student should speak to the instructor prior to class so that together they can arrive at an agreement.

XV. Early Warning Policy

Students experiencing academic difficulty and/or chronic absenteeism will be notified of their class standing.