



Police Organization & Administration
01:202:302
Tues, Thurs 6:40-8:00 pm
Tillett Hall Rm. 264

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Office Hours: Tuesday 5:30-6:30 p.m. in Lucy Stone Rm. A355

Prior to or after class and by appointment

Program in Criminal Justice
Rutgers, The State University of New Jersey

Learning Goals:
A Statement of Principles

The Program Committee for the Program in Criminal Justice at Rutgers University in New Brunswick has adopted a series of learning goals for students who complete the major. These goals represent the consensus of the faculty regarding the concepts a student should grasp and the skills a student should acquire in the course of completing the major. These goals guide the choices faculty make about the structure of the curriculum and the requirements for our majors. Moreover, they guide faculty and instructors preparing course material and teaching courses.

The Program in Criminal Justice will provide students with a rich understanding of crime and criminal justice in the United States and abroad through an interdisciplinary approach that blends a strong liberal arts educational experience with pre-professional instruction in the field of criminal justice. Graduates of the program will be well-informed citizens on the topic of crime and justice, and qualified for graduate study or for employment as practitioners in a variety of legal, policymaking, and law enforcement fields.

Criminal justice majors graduating from a research university should be able to use critical thinking, factual inquiry, and the scientific approach to solve problems related to individual and group behavior. In addition, students should have an understanding of the legal, political and policymaking processes that affect criminal justice systems in the United States and elsewhere in the world. Finally, students should be familiar with the institutional structures and latest developments in the field in order to engage in meaningful debate about current public policy issues.

Learning Goals for Criminal Justice Majors

1. **Competence:**
 - a.) **Theory.** Students who complete the major in criminal justice should understand and be able to articulate, both orally and in writing, the core theoretical concepts that form the foundation of analysis and research in criminology and criminal justice today. Core concepts are derived from explanations of crime from a variety of perspectives, including biogenic, psychological, and sociological approaches. There are myriad theories of crime that are informed by these perspectives, including, classical, control, critical, ecology, labeling, learning, strain, and trait-based approaches. Theoretical literacy should extend to multicultural and international understanding.
 - b.) **Institutions.** Students who complete the major in criminal justice should understand the special role of three types of institutions: Police, Corrections, and Courts. In addition, students should know how institutional forms vary across jurisdictions and how these institutions interact with and influence each other.
 - c.) **Research Methods.** Students who complete the criminal justice major should be familiar with the tools, techniques, and data sources necessary for empirical analysis. Students should understand the various ways that empirical analysis is used in the scientific approach: for description, for developing, and for testing theories. They should be able to analyze data using computer applications and should be familiar with basic statistical techniques and regression analysis. They should be able to read and assess research from a wide range of sources, including general interest, academic, and government publications.
2. **Critical Thinking:** Upon completion of the major students should be able to apply their understanding of core concepts and quantitative tools to analyze and research real world problems, and evaluate alternative policy proposals on a range of criminal justice issues, from micro-level analyses relevant to particular cases to management concerns to macro-level analyses of legislative and other broad-scale policies. Accomplishment of this goal will require that students can apply their literacy and numeracy skills to different institutional structures, within the U.S. and across countries.
3. **Scholarship:** Qualified majors should have an opportunity through such avenues as advanced coursework, internships, and faculty interactions to conduct independent research on matters of central relevance to the field of criminal justice.

COURSE DESCRIPTION

This course will examine the effects of organizational structure and administrative procedure on police function; the processes of police recruitment, career advancement and leadership.

REQUIRED TEXT

Police Administration: Structures, Processes, and Behaviors 9th Edition by Swanson, Territo and Taylor. Pearson 2016 ISBN – 10-0133754057. There may be additional handouts and readings distributed by the Professor.

COURSE REQUIREMENTS

1) *Attendance & Participation*

Participation and attendance are required and mandatory, as they count toward your grade. Students are expected to attend all classes; if you expect to miss one or two classes, please use the University absence reporting website [//https://sims.rutgers.edu/ssra/](https://sims.rutgers.edu/ssra/) /to indicate the date and reason for your absence. An e-mail is automatically sent to me. You are expected to have the material read for the respective class. Students are encouraged to take an active part in all classroom discussion and will be called on regularly. Please remember that participation will be graded accordingly.

2) *Reading Material*

Readings are assigned for every class.

3) *Term Paper*

A part of your grade will be a Term Paper. One of the basic expectations of a 300 level course is that you complete at least one major written assignment. In this course, it will consist of a term paper. The term paper for this course is a 10-page paper that will concentrate on one or more areas in Police Organization and Administration. I will provide topic areas as guidelines as well as guidelines on writing the paper, the use of proper citation format, conducting literature searches and reviews, and most important, making sure that you present only your original work.

4) *Assignments*

There will be several written assignments on covered topics. There are no make up dates for any assignments.

COURSE GRADING

The final grade will be determined using the following weighting scale:

Midterm	25%
Final Exam	35%
Assignments	10%
Term Paper	20%
Attendance, participation	10%

GRADING SCALE

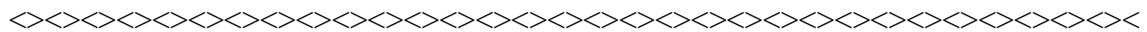
A	100-- 90
B+	89-- 85
B	84-- 80
C+	79-- 75
C	74-- 70
D	69-- 60
F	59 and below

ACADEMIC DISHONESTY

Rutgers University has a well defined academic integrity policy, which will strictly enforced in this class. All students in this class should review and be familiar with the policy of the university, which can be found at <http://TeachX.rutgers.edu/integrity/policy.html>

Fall 2016--COURSE SCHEDULE

This calendar of events is subject to change based on the completion of course material and student progress.



- Sept. 6 **Introduction**
Presentation of the syllabus, requirements and discussion of current issues.

- Sept. 8 Chapter 2-Policing Today

- Sept. 13 &15 Chapter 4- Politics and Police Administration

- Sept. 20 Chapter 6- Organizational Design

- Sept. 22 Class Period to work on Term Paper**

- Sept. 27& 29 Chapter 7- Leadership

- Oct. 4 & 6 Chapter 8- Planning and Decision Making

- Oct. 11 & 13 Chapter 9- Human Resource Management

- Oct. 18 Midterm Review**

- Oct. 20 Midterm**

- Oct. 25 & 27 Chapter 10- Organizational and Interpersonal Communication

- Nov. 1 & 3 Chapter 11- Labor Relations

- Nov. 8 & 10 Chapter 12- Financial Management

- Nov. 15 & 17 Chapter 13- Stress and Police Personnel

- Nov. 22 Mock Interviews**

- Nov. 24 No Class (Thanksgiving Break)**

Nov. 29 & Dec. 1 Chapter 14- Legal Aspects of Police Administration

Dec. 6 Chapter 15- Organizational Change/ **Term Paper Due**

Dec. 8 Use of Force Scenarios

Dec. 13 Final Exam Review

Dec. 16-23 Final Exam Date To Be Determined

<http://finalexams.rutgers.edu/> For exam date and any changes to it.

Student-Wellness Services:

Just In Case Web App

<http://codu.co/cee05e>

Access helpful mental health information and resources for yourself or a friend in a mental health crisis on your smartphone or tablet and easily contact CAPS or RUPD.

Counseling, ADAP & Psychiatric Services (CAPS)

(848) 932-7884 / 17 Senior Street, New Brunswick, NJ 08901/ rhscaps.rutgers.edu/

CAPS is a University mental health support service that includes counseling, alcohol and other drug assistance, and psychiatric services staffed by a team of professional within Rutgers Health services to support students' efforts to succeed at Rutgers University. CAPS offers a variety of services that include: individual therapy, group therapy and workshops, crisis intervention, referral to specialists in the community and consultation and collaboration with campus partners.

Violence Prevention & Victim Assistance (VPVA)

(848) 932-1181 / 3 Bartlett Street, New Brunswick, NJ 08901 / vpva.rutgers.edu/

The Office for Violence Prevention and Victim Assistance provides confidential crisis intervention, counseling and advocacy for victims of sexual and relationship violence and stalking to students, staff and faculty. To reach staff during office hours when the university is open or to reach an advocate after hours, call 848-932-1181.

Disability Services

(848) 445-6800 / Lucy Stone Hall, Suite A145, Livingston Campus, 54 Joyce Kilmer Avenue, Piscataway, NJ 08854 / <https://ods.rutgers.edu/>

The Office of Disability Services works with students with a documented disability to determine the eligibility of reasonable accommodations, facilitates and coordinates those accommodations when applicable, and lastly engages with the Rutgers community at large to provide and connect students to appropriate resources.

Scarlet Listeners

(732) 247-5555 / <http://www.scarletlisteners.com/>

Free and confidential peer counseling and referral hotline, providing a comforting and supportive safe space.