**I. COURSE TITLE:** Police Administration

**COURSE NUMBER:** 2218  **CATALOG PREFIX:** CJUS

**II. PREREQUISITE(S):** CJUS 1101, CORR 101 or LENF 101

**III. CREDIT HOURS:** 3  **LECTURE HOURS:** 3

**LABORATORY HOURS:** 0 **OBSERVATION HOURS:** 0

1. **COURSE DESCRIPTION:**

This course will examine police administration from multiple perspectives; from a systems perspective emphasizing the interrelatedness among units and organizations; from a structural perspective emphasizing administrative principles, management functions, and the importance of guidelines; a human behavioral perspective emphasizing the human element in organizations; and a strategic management perspective emphasizing communications and information systems, performance evaluations, strategies and tactics to increase effectiveness of police agencies.

1. **ADOPTED TEXT(S):**

# Police Administration

9th Edition, 2016

By Gary W. Cordner

Taylor and Francis Publishing

ISBN: 978-1-13-890323-4

*Managing Police Operations: Implementing the New York Crime Control Model- Compstat*

By: McDonald, Greenberg, and Bratton

Cengage, 2001

ISBN: 978-0-534-53991-7

1. **COURSE OBJECTIVES:**

At the completion of this course, the student will be able to:

* 1. Understand the interrelatedness among units and police organizations.
  2. Understand the administrative and management function of a police organization.
  3. Understand the human behavioral element in a police organization.
  4. Evaluate the communications and information systems within a police agency and among police organizations
  5. Evaluate the methods utilized to increase the effectiveness of a police organization.

1. **Course Methodology**

Lecture, discussion, journals, case studies, and other methodologies may be utilized as appropriate to the course objectives

1. **GRADING**

The grading scale will follow the policy in the college catalog:

A = 100-90

B = 89– 80

C = 79-70

D = 69 – 60

F = 59 – 0 (Student must repeat the course)

1. **COURSE OUTLINE:**

A. Basic Considerations

1. Introduction to Police Administration

1. The nature of Police Work
2. Police Goals and Systems
3. Police Organizational Tasks

B. The Traditional Perspective

1. Principles and Policies in the Police Organization
2. Functions of Police Management
3. The Police Executive

C. The Human Perspective

1. The Individual in the Police Organization
2. Groups in the Police Organization
3. Leadership in the Police Organization

D. The Strategic Management Perspective

1. Information in the Police Organization
2. Evaluating Police Performance
3. Police Organizational Improvement
4. Contemporary Issues in Police Administration
5. Historical Background of the NYC Crime Control Model

1. Changes in Police Operations

2. Changes in Attitudes Toward Police Capacities

3. NYPD Crime Control Model Principles and Technology

4. Involving All Levels in Design of Strategies and Tactics

1. Crime Control Model

1. Planning for a Crime Control Model

2. Implementing a Crime Control Model

3. Dealing with Training and Personnel Issues

4. Providing Crime Control Information

5. Holding CompStat-Style Meetings

6. Evaluating Results of the Crime Control Model

1. Implementing a Crime Control Program

1. Preparation

2. Implementation

1. The NYPD Crime Control Model and Community Policing

1. Setting a Foundation for Partnerships

2. Demonstrating Police Concerns About Crime

3. Committing Time to Community Policing

4. Strategy and Tactics Development in Law Enforcement

5. Current Major Strategies in Modern Law Enforcement

1. Long-Term Significance of Crime Control Model

1. Causes of Policing Changes

2. Changes for the Patrol Commander Role

3. Long-Term Impact on Law Enforcement

4. New Approach to Performance Management

5. The Nature of the Conceptual Shifts

6. The Government Performance Management Shifts

**Sample Course Outline\***

**Police Administration**

Week 1 *Police Administration*

Chapter 1: Introduction to Police Administration

Chapter 2: The Nature of Police Work

Week 2 Research Project Assignments

*Police Administration*

Chapter 3: Police Goals and Systems

Chapter 4: Police Organizational Tasks

Week 3 *Police Administration*

Exam: Chapters 1, 2, 3& 4

Chapter 5: Principles and Policies in the Police Organization

Week 4 *Police Administration*

Chapter 6: Functions of Police Management

Chapter 7: The police Executive

Week 5 *Police Administration*

Exam: Chapters 5, 6, & 7

Chapter 8: Individuals and Groups in the Police Organization

Week 6 *Police Administration*

Chapter 9: Developing the Police Organization

Chapter 10: Leadership in the Police Organization

Week 7 *Police Administration*

Exam: Chapters 8, 9, & 10

Chapter 11: Information in the Police Organization

Week 8 *Police Administration*

Chapter 12: Evaluating Police Performance

Chapter 13: Police Strategies and Tactics

Week 9 *Police Administration*

Chapter 14: Police and Homeland Security

Chapter 15: Contemporary Issues in Police Administration

Week 10 *Police Administration*

Exam on Chapter 11, 12, 13, 14, & 15

*Managing Police Operations*

Chapter 1: Historical Background on the NYC Crime Control Model

Week 11 *Managing Police Operations*

Chapter 2: What is CompStat or the NYPD Crime Control Model

Chapter 3: Frequently Asked Question About the Crime Control Model

Week 12 *Managing Police Operations*

Chapter 4: Implementing a Crime Control Program

Exam on Chapters 1, 2, 3, & 4

Week 13 *Managing Police Operations*

Chapter 5: The NYPD Crime Control Model and Community Policing

Chapter 6: Strategy and Tactics Development in Law Enforcement

Week 14 *Managing Police Operations*

Chapter 7: The Long-Term Significance of the NYPD Crime Control Model to the Development of Law Enforcement

Chapter 8: The New Approach to Performance Management

Week 15 Research Project Presentation

*Managing Police Operations*

Exam Chapters 5, 6, 7, & 8

Week 16 **FINAL EXAM** (Comprehensive)

\*Instructor reserves the right to organize work to meet the objectives of the course.

**X. OTHER REQUIRED TEXTS, SOFTWARE, AND MATERIALS:**

The instructor may assign supplemental Readings.

**XI. EVALUATION:**

Research Project: Students will be required to develop and submit a budget for a law enforcement agency. The instructor will provide the statistics for the law enforcement agency assigned for the research project. The first part of the research project requires each student will develop and submit a written budget for the assigned law enforcement agency. The second part of the research project requires each student to present an oral presentation utilizing visual aids highlighting the student’s budget. Each part of the research project will have a maximum value of 95 points toward the final grade.

There will be seven 100-point examinations including a comprehensive final exam. All exams may contain material from earlier in the course/program. Students are expected to achieve a passing score of 70 on six of the exams. The exam with the lowest score will not be counted toward the final grade. MAKE UP EXAMS WILL NOT BE PROVIDED. The research paper must be of original content by each student. Students are expected to achieve a passing score of 70 on the research assignment.

Final Grade Calculation:

Measuring Tool Number Required Maximum Points

Exams 6 @ 100 points each 600

Written Portion of Project 1 @ 95 points 95

Oral Portion of Projects 1 @ 95 points 95

Attendance and

Class Participation 10

800

**XII. SPECIFIC MANAGEMENT REQUIREMENTS:**

Student Responsibilities:

To meet the objectives of the course, students must attend all scheduled classes. At the beginning of the quarter, instructors will pass out a class schedule that lists all class meetings. If a student must miss a class due to extenuating circumstances, then the student is expected to call and inform the instructor by either talking with the instructor or leaving a message should the instructor not be available.

Students will be allowed two class absences. Unexcused absences over two times will result in a drop of one letter grade from the final grade, i.e. the third absence would reduce a final grade of “A” to a “B.” Two instances of significant tardiness or leaving early will be considered to be equivalent to an absence for purposes of this calculation.

Specific login and activity requirements will be indicated in the initial instructions for any online sections.

Student Responsibilities: To meet the objectives of this course students must attend all scheduled classes. The student will be permitted two absences: however, the third absence will result in the loss of one letter grade of the student’s final grade. Students are expected to notify the instructor, directly or by leaving a message, of any absences. If a student misses an examination, the student will make arrangements to make up this assignment within one week of returning to class.

Instructor Responsibilities: The instructor will enhance and expand the meaning and application of the subject matter covered throughout the course. At the beginning of each quarter, the instructor will distribute syllabi listing all class sessions and course requirements. The instructor will facilitate class discussion and be available to students who need additional educational assistance.

**XIII.** **OTHER INFORMATION:**

**Classroom courtesy and decorum**

Old –fashioned courtesy and mutual respect are the order of the day. Rude behavior of any sort will not be tolerated. It is especially important that there are no disruptions that hinder the learning process during class. Such disruptions include, but are not limited to sleeping, eating, listening to iPods, talking and or text messaging on cell phone or other device, using wireless internet connections not related to the subject matter being covered in the class room, reading newspapers, or other unrelated materials during lectures, coming late, leaving early, etc. If you have a need to engage in any of the aforementioned activities, kindly do it somewhere other than this classroom. If you engage in any of the aforementioned activates the instructor has the authority to remove you from the classroom and remove you from the class list.

**Cheating**

STATEMENT OF ACADEMIC HONESTY

(Southern State Community College Catalog 2009-2011, pp.53-56)

Southern State Community College is committed to providing educational opportunities that promote academic, professional and personal growth in students. To these ends, all members of the college are expected to uphold the highest academic and ethical stands.

Types of Academic Misconduct

1. Any unauthorized use of material (books, notes, of any kind, and so forth) during an examination, test, or quiz.
2. Copying from another student’s work, permitting one’s work to be copied during an examination, test, or quiz.
3. Unauthorized use of equipment (computers, calculators, or any type of educational or laboratory equipment).
4. Permitting a person to pose in one’s place during an examination, test, quiz, or posing as another person during an examination, test, quiz.
5. Altering an examination, test, quiz, or any other type of evaluated work in an effort to have the work re-evaluated for higher grade.
6. Plagiarizing or permitting one’s work to be plagiarized.
7. Using unauthorized or improper methods to determine in advance the contents of an examination, test, or quiz.
8. Unauthorized use of computer software during an examination, test, or quiz.
9. Submitting as one’s own a work of art, a speech, or oral report, a musical composition, a computer program, a laboratory project or any other creation done by another person.

Plagiarism Defined

Plagiarism can be defined as copying someone else’s words or ideas and passing it off as your own. This includes copying material from the World Wide Web, the Internet, books, videos, and all copyrighted material without express permission and documentation.

Possible Sanctions for Academic Misconduct

By an instructor:

Instructors must state possible options at the beginning of a quarter of what sanctions they will apply to cases of academic misconduct. Instructors may choose any of the following possible sanctions:

“F” for an individual examination, test, quiz, or evaluated project.

“F” for the course.

Refer the case to the Academic Appeals Committee.

**FERPA:** Work submitted in this class may be seen by others. Others may see your work when being distributed, during group project work, or if it is chosen for demonstration purposes. Other instructors may also see your work.

**DISABILITIES:** Students with disabilities may contact the Disabilities Service Office, Central Campus, at 800-628-7722 or 937-393-3431.