

## JS107 JUSTICE MANAGEMENT Spring Semester 2005

**Instructor:** William Cleveland, Jr., JD

**Office:** Room MH529

**Office Hours:** Tuesdays and Thursdays 9:30 – 10:30am and 3 – 5pm

**Office Telephone:** no phone (do not leave messages on the listed number)

**Email:** alamedagroup@mindspring.com (Use email as primary contact medium.)

**Class Meeting Days/Hours:** Tuesdays and Thursdays, 1:30 – 2:45pm., Room MH 520

**Course Description:**

This course covers the theory and practice of managing justice system agencies, (primarily police, but also US federal agencies), including managing organizational change and dealing with contemporary management issues.

**Required Text:**

Police Management, *Third Ed.*, by Roberg, Kuykendall and Novak, published by Roxbury Publishing Company.

**Course Format:**

The primary mode of delivery of this course is lecture. Students should augment their lecture notes with outside sources, as indicated in lectures and in the text. There will be one mid-term exam, two quizzes, and a final exam. There will also be a required research paper on a topic assigned by the instructor. Oral reports to the class will be assigned to student groups, and will satisfy the class participation portion of the course grade.

**Class Participation:**

Students are responsible for keeping up with the assigned reading, and being prepared to discuss it in class. Students will be divided into teams to research and report orally to the class on current events or special interest topics that are relevant to justice management. Each team will have at least two weeks to prepare. All team members must participate to receive credit.

**Quizzes and Exams:** Examinations and quizzes will cover material from the lectures, the assigned readings, and from the oral reports. In addition to the text readings, individual on-line articles of special interest may be chosen from time to time for reading assignments.

The student's grade will be determined by the results of two exams, two quizzes, one paper, and class participation (oral reports), as follows:

mid-term exam	20%	
quizzes (2)	20%	10% each
threat assessment paper	20%	Phase 1 = 10%; Phase 2 = 10%
class participation	05%	
final exam	35%	

A SCANTRON card [Form 882-E] will be needed for all quizzes and exams. A BLUE BOOK will be needed, as well, for the mid-term and final exams.

### **Research Paper**

The student may choose the topic (subject to instructor approval), or select a topic from a list supplied by the instructor. The research assignment will be submitted in two installments as follows:

- **Due March 3: A one-page statement** of the topic, beginning with a one-sentence thesis statement, followed by a short summary of the research data in support of the thesis, and, on a second page, a **references list** (in APA style). Sources need not be cited in the text of the summary, as this is similar to an abstract. (References must number at least five, two of which must be scholarly or expert /professional sources, and none anonymous.) (This part of the assignment may be submitted via email.)
- **Due April 14: Final paper**, including thesis statement, data, one-page conclusion, (with evaluation of data in light of your thesis), and references list. (Length: 4 full pages, not including cover page and references list.) The previously submitted one-page topic statement must be attached. The final paper must be in hard copy. Details on grading will be furnished in class.

The one-page topic statement, (with references list), and the final version must be submitted on the dates indicated, or penalties of 5 points for each class day late will be assessed. Both must be in 12 point "Times" font, with one inch margins.

For APA style citations see internet APA sites ( for example, <[www2.sjsu.edu/orgs/pkp/resources.htm](http://www2.sjsu.edu/orgs/pkp/resources.htm)>. Then click on "APA Citation Style – Cornell University").

***Papers submitted after May 3 will not be accepted.***

### **Extra Credit Work**

After the mid-term exam, extra credit work will be accepted, with a maximum of 20 points going to augment the mid-term exam grade only. The work will be selected and assigned by the instructor, and will be graded for quality. Further details will be provided in class at mid-semester.

### **Missed exams and quizzes:**

Missing an exam or quiz is a serious matter. Taking an exam after others have taken it may give one an undue advantage. If a student misses an exam or quiz, a make-up exam or quiz will be afforded; but, there will be a *five-point deduction* from the exam or quiz grade, *unless* the student has a medical doctor's note explaining the absence on the scheduled exam day, or documentation of the student's participation in a University-sponsored activity, or documentation of a serious family emergency.

Failure to complete any of the quizzes, exams or the paper will result in a score of "0" for that assignment, or an "I" for the course, at the instructor's discretion (depending upon the circumstances). Extra credit points cannot be used in lieu of any of the required assignments (two exams, 2 quizzes, one paper).

*In accordance with University policy, any student caught cheating or plagiarizing can be given a score of "0" for that exam or paper, and, at minimum, will be reported to the Office of Academic Affairs with appropriate recommendations for disciplinary action.*

**Order of topics, reading assignments, and quiz/exam/paper due dates:**

- Introduction to Justice Management  
(reading: Roberg, et al, Chapter 1, Police Management, pp. 1-20)

- Development of Management Theory (Chapter 2, pp. 23-44)

**February 22: Quiz #1 (SCANTRON)**

- (Reading: Chapter 3: Police models and community policing) *This chapter will not be covered in lecture, but will be included in exams.*
- Organization and Group Influence (Chapter 4, pp. 75-112)

**March 3: one-page topic/summary statement and references list due**

- Motivation and Job Design (Chapter 7, pp. 185-211)

**March 24: Mid-term Exam (BLUE BOOK and SCANTRON)**

- Leadership and Management (Chapter 8, pp. 217-243)
- Control and Accountability (Chapter 10, pp. 271-292)
- Behavior, safety, and stress (Chapter 11, pp. 295-328)

**April 14: Research Paper due  
April 21: Quiz #2 (SCANTRON)**

- Organization Change and Development (Chapter 14, pp. 379-410)
- Challenges Ahead (Chapter 15, pp. 413-427)

**May 23: Final Exam at 12:15pm, Room 520  
(BLUE BOOK and SCANTRON)**