

JS107 JUSTICE MANAGEMENT Summer 2006

Instructor: William Cleveland, Jr., JD

Office: Room MH529

Office Hours: Tuesdays/Thursdays and 12:15– 1:15pm.

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, 0900 –1215hrs, Room MH523.

Web site: <http://billcleveland.pageout.net> (This greensheet, and all handouts and assignments will be found at this web address. Register and login...(no charge). Click on “JS107Sum06” in list of courses.)

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, professional ethics, 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. Oral reports to the class will be assigned to student groups, and will satisfy half of 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 called upon at random during the semester to add to the discussion, or to assist in a demonstration in class. Records will be kept of the students' participation, providing the other half of the student's class participation score.

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, as follows:

mid-term exam	25%	No notes, no memory aids allowed. Bring SCANTRON & blue book.
quizzes (2)	30%	15% each (Open notebook: use class notes only.)
class participation	10%	Participating in discussions; assisting in demonstrations; answering when called upon; group oral reports; taking any unannounced written quizzes/surveys.
final exam	35%	No notes, no memory aids allowed. Bring SCANTRON & blue book.

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

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 Judicial Affairs with appropriate recommendations for disciplinary action. For the University policy, see http://sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S04-12.pdf

Extra Credit Work: Extra credit assignments, which will count toward the enhancement of the student’s midterm exam score, will be announced during the session.

For five extra points added to your lower quiz score, see **Plagiarism: The Crime of Intellectual Kidnapping** located on the SJSU web site at <http://130.65.109.143/plagiarism/index.htm>

Use your student ID number (Tower Card #) to register as a "SJSU Students- First Time" and complete the module and quizzes. Send me an email copy of your quiz score, if my name is not listed for you to select. This quiz must be taken during the summer 2006 session. If you have taken it in previous semesters, you may take it again, and submit to me the June-July 2006 results for extra credit.

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 or exams 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).

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

The order of topics and readings indicated below will be followed, so that the student may know how to keep ahead of lecture topics in the readings. The exact dates of lecture topics cannot be predicted with certainty. Exams and quizzes will cover only the topics that have been covered in lectures up to that date. Any assigned readings that are relevant

to those topics may also be covered on the exam or quiz. Since quizzes are “open notebook” tests, you may use any notes you took from the readings, but not the book or article itself.

- Introduction to Justice Management
(reading: Roberg, et al, Chapter 1, Police Management, pp. 1-20)
- Development of Management Theory (Chapter 2, pp. 23-44)

June 15: Quiz #1 (30 min.) (SCANTRON – open notes)

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

**June 27: Mid-term Exam (1 hour, 15 min.*) – NO notes or books
(large size BLUE BOOK and 50 question SCANTRON)**

***(Note: After exam, the class will continue with lecture.)**

- Leadership and Management (Chapter 8, pp. 217-243)
- Ethics (Control and Accountability) (Chapter 10, pp. 271-292)

Note: No class on July 4 holiday.

July 6: Quiz #2 (30 min.) (SCANTRON – open notes)

- Organization Change and Development (Chapter 14, pp. 379-410)

July 11: Extra credit assignments are due (in hard copy OR via email).

- Challenges Ahead (Chapter 15, pp. 413-427)

**July 13: Final Exam at 9:00am – NO notes or books
(large size BLUE BOOK and 50 question SCANTRON)**