

Missouri State University
Department of Criminology and Criminal Justice
CJ 715 Section 899 Spring-2018

Course Title: Leadership and Management in Criminal Justice

Course Number: CJ 715 Sec 899

Professor: Dr. Michael Suttmoeller

Course Meets: Online

Contact Information: E-mail: MSuttmoeller@MissouriState.edu (best/preferred method)

Office: 230B Strong Hall

Office Hours: Monday/Wednesday 11:00 a.m. to 12:30 p.m.,
Tuesday/Thursday 10 a.m. to 11 a.m. or by appointment

Phone: 417-836-3139

Email Policy

Email is a formal communication method, and therefore proper email etiquette should be followed. Emails to the professor should be addressed as Dear Dr. Suttmoeller, Dr. Suttmoeller or Hello Dr. Suttmoeller. Greetings such as Hey Prof S! or Hey Dr. S. are not acceptable greetings for email communication.

Students are expected to regularly check their email for course correspondence. As the professor, I will also regularly check my email for correspondence from students. During the work week (Monday to Friday), students should expect a response to emails within 24 hours of sending the email. For emails sent during the weekend, I will do my best to respond within 24 hours, but responses may take longer. If 24 hours has not passed since an email was sent, please do not resend the email until after the 24 hour time frame.

If students email the professor with an issue, students are expected to monitor their email for a response from the professor. Waiting several days to respond in these types of situations is not acceptable.

Course Description

The police are some of the most visible and most easily recognized members of the criminal justice profession. Even though they are the most “well known” members of the criminal justice profession, their role and place both within the criminal justice system and society is often misunderstood. This course will provide students the opportunity to more fully explore the police profession through the examination of the police role in society, factors that influence how the police function, policing strategies and police

organizational issues. This will be accomplished through the use of classic and current research and through discussion and dialogue.

Course Materials:

American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington D.C.: American Psychological Association.

Giblin, M. J. (2014). *Organization and Management in the Criminal Justice System: A Text/Reader*. Los Angeles: SAGE

Other Readings as assigned

Grading

Introduction post	5 pts
Short Papers	60 pts
Discussion Boards	50 pts
Exams	100 pts
<u>Final Paper</u>	<u>100 pts</u>
Total	315 pts

Grading scale

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = 59% or less

Assignments

Short Papers

There will be three short papers throughout the semester (2-3 pages). Students will be provided a short video to watch, or a short article to read. Students will then identify the organizational issue being presented and discuss it relative to course material-including possible solutions. These papers should not be a summary of the article or video. These papers are worth 20 points each and are to be submitted through Blackboard. These papers **must** use Times New Roman 12 pt. font and 1 inch margins. Also, all formatting and references must adhere to the 6th edition of the *Publication Manual of the American Psychological Association* (APA). **These papers must be submitted into Blackboard as attached Microsoft Word documents. They will not be accepted through email.**

Discussion Boards

Each week students will be required to post to the discussion forum. Students will be required to complete an original post, and then respond to another student's post. Students will be required to complete their original post before they will be allowed to respond to another student's post. The discussion boards are worth a total of 50 points for the class, and students will receive a score for satisfactory completion of the boards. A satisfactory response will adequately address the topic of the individual discussion board, will be professional and free from grammar and word usage mistakes. Failure to complete a discussion board will result in a 5 point deduction from the total possible (50 pts). Responses that are deemed unsatisfactory or inadequate will also result in a deduction of 5 points. An example of an unsatisfactory discussion board post would be one that does not address the topic of the discussion board, is unprofessional or is full of grammar and word usage errors. **All discussion boards must be completed by 11:59 p.m. on Sunday of each week.**

Final Paper

Students should identify a current issue involving criminal justice organizations (e.g. police agencies adopting community policing, but not addressing the structural or functional organizational changes necessary to properly implement community policing). The student will then discuss the issue and possible solutions to the problem from an organizational perspective. The solutions to the problem or issue must be reasonable and something that could actually be implemented. All proposed solutions must be evidence-based (backed up by research). Solutions cannot be based solely on prior experience or on a student's opinions. This project may require students to draw from literature not only from criminal justice, but also from organizational psychology or management. This paper must be 15-20 pages (excluding references and cover page) and follow all APA 6th edition formatting rules (without an abstract). Students must also have at least 10 scholarly sources. **The topic and a preliminary reference page is due on 2/25/18 (10 pts). A polished rough draft is due on 4/8/18 (30 pts) and the final paper is due on 5/11/18 (60 pts).** The preliminary reference page must have at least 10 scholarly references. These do not have to be the final references used in your paper, but must demonstrate that you have found an adequate number of appropriate sources for your paper. The rough draft should be close to a final draft. I will provide comments on your papers to improve them for your final draft. Simply turning something in as a rough draft does not guarantee you will earn 30 points.

Class Decorum

Throughout this course, students will be required to not only post a thread on a discussion board, but will also be required to post a response(s) to another student's post. These responses should always be respectful. Policing issues can sometimes elicit strong opinions or responses, but students must always be respectful to their fellow students, regardless of whether or not they agree with the other person's position. Disrespectful, disruptive or rude behavior will not be tolerated.

Course Schedule		
<i>Date</i>	<i>Assignment</i>	<i>Readings</i>
Section 1		
1/16/18-1/21/18	Why Study Orgs?	Giblin Section 1
1/22/18-1/28/18	Organizational Structure	Giblin Section 2
1/29/18-2/4/18	Organizational Theory	Giblin Section 3
2/5/18-2/11/18	Organizational Socialization	Giblin Section 7
2/12/18-2/18/18	Organizational Deviance	Giblin Section 4
2/18/18	Paper #1 Due	
2/19/18-2/25/18	Interagency Collaboration	Giblin Section 5
2/25/18	Final Paper Topic/References Due	
2/26/18-3/4/18	Exam #1	
3/5/18-3/11/18	Unions	Giblin Section 6
3/10/18-3/18/18	SPRING BREAK!!!!	
3/19/18-3/25/18	Motivation and Job Design	Giblin Section 8
3/25/18	Paper #2 Due	
3/26/18-4/1/18	No Class (Work on Rough Drafts)	
4/2/18-4/8/18	Occupational Stress	Giblin Section 9
4/8/18	Rough Draft Due	
4/9/18-4/15/18	Leadership	Giblin Section 10
4/16/18-4/22/18	Power in Organizations	Giblin Section 11
4/22/18	Paper #3 Due	
4/23/18-4/29/18	Organizational Change	Giblin Section 12
4/30/18-5/6/18	Exam #2	

5/7/18-5/11/18

Work on Final Papers

5/11/18

Final Paper Due

Policies to Note:

Statement on Academic Dishonesty: Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the university's student honor code, [Student Academic Integrity Policies and Procedures](#) and also available at the Reserves Desk in Meyer Library. Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy.

Statement of Nondiscrimination: Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Institutional Equity and Compliance, Park Central Office Building, 117 Park Central Square, Suite 111, 417-836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head. Please visit the OED website at www.missouristate.edu/equity/.

Accommodations for Students with Disabilities: If you are a student with a disability and anticipate barriers related to this course, it is important to request accommodations and establish an accommodation plan with the University. Please contact the Disability Resource Center (DRC) (<https://www.missouristate.edu/disability/>), Meyer Library, Suite 111, 417-836-4192, to initiate the process to establish your accommodation plan. The DRC will work with you to establish your accommodation plan, or it may refer you to other appropriate resources based on the nature of your disability. In order to prepare an accommodation plan, the University usually requires that students provide documentation relating to their disability. Please be prepared to provide such documentation if requested. Once a University accommodation plan is established, you may notify the class instructor of approved accommodations. If you wish to utilize your accommodation plan, it is suggested that you do so in a timely manner, preferably within the first two weeks of class. Early notification to the instructor allows for full benefit of the accommodations identified in the plan. Instructors will not receive the accommodation plan until you provide that plan, and are not required to apply accommodations retroactively.

Cell Phone Policy: As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class.

Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the University's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

Emergency Response Statement: In the event of a weather emergency, students should move to the basement of Strong Hall using the north and south stairwells. In the event of an evacuation emergency, students should evacuate Strong Hall and move to Glass Hall room 101. In the event that overflow is necessary, Glass Hall rooms 102 and 108 should be utilized. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

Suicide Prevention, Available Suicide Programs: Materials are available from: https://www.missouristate.edu/policy/Op1_08-suicide-prevention-available-suicide-programs-and-related-procedures.htm

Dropping the Course: It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520.

Audio and Video Recording Course Activity: Students who wish to record lectures or class activities for study purposes should inform the faculty member first. Distribution or sale of recordings or other course materials is prohibited without the written permission of the instructor and other students who are recorded. Distribution without permission is a violation of copyright law and the Code of Student Rights and Responsibilities (Sections 4.6, 4.8, 4.9).

Mental Health and Stress Management: As a student you may experience a range of personal issues that can impede learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. You can learn more about free and confidential Missouri State University Counseling Center services available to assist you at <https://counselingcenter.missouristate.edu/>.

Title IX Policy: Missouri State University has a Title IX policy that guides our response to instances of sexual violence. Sexual Violence includes: Rape, Sexual Assault, Sexual Misconduct, Sexual Discrimination, Domestic Violence, Dating Violence, Stalking, Sexual Harassment and Pregnancy issues. The Title IX policy can be located on the MSU Title IX website at www.missouristate.edu/titleix/. This website is also a good resource for any questions or issues involving Title IX and contains contact information for the MSU Title IX Office and staff. Read an [overview of the Title IX office](#).

If an MSU student discloses a Title IX related issue to a MSU faculty or staff member who is deemed to be a “Responsible Employee” under the policy, that faculty or staff member is required to report such disclosure to the Title IX Coordinator. A responsible employee includes any employee who has the authority to take action to redress sexual violence; who has been given the duty of reporting incidents of sexual violence or any other misconduct by students to the Title IX Coordinator or other appropriate school designee; or whom a student could reasonably believe has the authority or duty to take action. Taylor Health employees and MSU Counseling Center Clinicians are not considered to be Responsible Employees under the policy, and therefore, are not required to report Title IX issues to the Title IX Coordinator.