CRIJ4351 001 Supervision and Management                    Dr. Philip Rhoades
10:00am  MTWT,                     Office: BH343
Summer I 2014            Off. Hrs. MTWT 9:00-9:50am
call to meet at other times
Office Phone: 825-2637         philip.rhoades@tamu.cc.edu

Supervision and Management

COURSE DESCRIPTION: The study of contemporary theories of management and supervision as they relate to law enforcement. Management concerns considered include planning, motivation, organizational communication, discipline, productivity, ethics, conflict, and job stress. Consideration of systems theory and systems analysis as useful tools for management is given. A review of human resource management, labor relations, and financial management will be completed. Current issues may be addressed.

COURSE GOALS:

To examine in a learning environment:

1. fundamental concepts relating to systems theory, theories of management, organizational theory, management functions, motivation, productivity, planned change, conflict, and organizational communication;
2. the application of professionalism, ethics, discipline, stress management, and labor relations to police organizations; and
3. the skills of research and professional writing in relation to hypothesis testing.

STUDENT LEARNING OBJECTIVES: At the end, the student should be able to:

1. compare the various theories of management and leadership,
2. apply major systems analysis terms,
3. illustrate the relationship of motivation to commitment to goals,
4. critically discuss the current issues of professionalism, ethics, job stress, and conflict,
5. define and discuss the concepts of planned change, and
6. demonstrate the skills of research and professional writing in relation to hypothesis testing.

COURSE REQUIREMENTS: Students will be expected to attend classes, participate in discussion, read the assigned text, complete two examinations, and complete two scholarly journal article critiques.

Students will be graded on one mid-term exam and one final exam. The mid-term and final exam will each count as 30 percent of the course grade (a total of 60%). The exams will consist of short answer questions. Students will be graded on two article critiques of scholarly journal articles. Each critique will count as 20 percent of the course grade (a total of 40% for the two). The journal article critiques are described on a separate page of the syllabus below.

Grades (letter) will be assigned according to the following: 90-100 = A, 80-89 = B, 70-79 = C, 60-69 = D, 59 and below = F.
REQUIRED TEXT: Swanson, Territo, and Taylor, Police Administration: Structures, Processes, And Behavior, 8th ed.

COURSE POLICIES:

Attendance/Tardiness: Attendance is expected. It will be important for participation in the research project and for that portion of your grade. Remember that usually 50 percent of all test material will come from lecture. Roll will be taken until the class list is finalized. After that, I refuse to be a prison guard for intelligent, competent, adults and will not take roll. If you come in late to class or must leave early, please do so quietly as to not disturb the process of the class.

Missed Examinations and Late Work: If you must miss a test due to a family emergency, job duty, or illness that you are aware of before the test, you must notify me and make arrangements for a make-up test. If a true, unexpected emergency occurs, you should contact me as soon as you can after the test is missed. My expectation is that you will take the test at your earliest opportunity to do so. Do not let a lot of time go by as you need to move on to the next assignment and test.

Class assignments that are turned in late will be penalized. Work that is turned in late within three days of the assignment due date will be penalized 5 points. Work that is turned in late 4 days to 7 days late will be penalized 10 points. An additional 10 point penalty will be taken for each week or partial week the assignment is late after the seventh day. The late penalty may not exceed a maximum of 50 points. I will consider exceptions to this policy based on events beyond your control. I reserve the right to make a judgment in each case concerning such events. Remember, work turned in late is better than work not turned in at all.

Cell Phone/Electronic/Device Usage: Please, turn off all personal communication devices when you enter the classroom so that our time is not interrupted. It is permissible in my classes to use laptop or other computing devices to take notes. Other uses of such devices during class time is not acceptable behavior.

Academic Integrity/Plagiarism: University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity or plagiarism. Plagiarism is the presentation of the work of another as one's own work. It is a major academic offense and can result in your receiving no credit for the assignment or worse. It is the student's responsibility to know the rules (catalog and student handbook) on plagiarism. Do not use more than three words of another author's work without using quotation marks and a citation. Also, provide citations for all material you used but converted into your own words. This includes any fact or opinion you found in your research within someone else's work. Give credit where it is due. Academic misconduct may result in the assignment of a grade of zero (0) on an assignment or test, failure in the course as a whole, or recommendation for removal from the University based on the seriousness of the action.

Statement of Civility: Texas A&M University-Corpus Christi has a diverse student population that represents the population of the state. Our goal is to provide you with a high quality educational experience that is free
from repression. You are responsible for following the rules of the University, city, state and federal government. We expect that you will behave in a manner that is dignified, respectful and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

Dropping a Class: I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with me before you decide to drop to be sure it is the best thing to do. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. June 20, 2014 is the last day to drop a class with an automatic grade of “W” this term.

Academic Advising: The College of Liberal Arts requires that students meet with an Academic Advisor as soon as they are ready to declare a major. The Academic Advisor will set up a degree plan, which must be signed by the student, a faculty mentor and the department chair. The College’s Academic Advising Center is located in Driftwood 203E and can be reached at 825-3466.

Grade Appeal Process. As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules Web site at http://www.tamucc.edu/provost/university_rules/index.html. For assistance and/or guidance in the grade appeal process, students may contact the Dean’s office in the college in which the course is taught or the Office of the Provost.

Disabilities Accommodations: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall 116.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

Reading to Prepare for Tests: Do the readings prior to the date for which they are assigned. As you read, mark your texts and take notes. That is the best way to study. This is best done before study guides are distributed prior to exams. For the textbook, we will use the Chapter Reviews and Key Terms at the end of each chapter. I will not repeat this information on a review sheet. The review sheets will include other material from the text that I believe to be important for you to know. Tests and reviews will include material from the class
presentations and discussions.

**Statement of Academic Continuity:** In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

The sequence of topics for the course may be changed at any time to meet current and other events.

**READINGS AND TOPICS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>June</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Introduction Systems Theory and Analysis</td>
<td>1, 2</td>
</tr>
<tr>
<td>3</td>
<td>Systems Theory and Analysis</td>
<td>3</td>
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<tr>
<td>4</td>
<td>Organizations and Organizational Structure</td>
<td>5, 6</td>
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<tr>
<td>5</td>
<td>Management Function</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Management Theories</td>
<td>7</td>
</tr>
<tr>
<td>10</td>
<td>Motivation</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Linking it all together and Communication In Organizations</td>
<td>10</td>
</tr>
<tr>
<td>12</td>
<td>Conflict</td>
<td><strong>First Critique is due</strong></td>
</tr>
<tr>
<td>16</td>
<td>Stress Management</td>
<td>13</td>
</tr>
<tr>
<td><strong>17</strong></td>
<td>EXAMINATION</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Personnel Management and Discipline</td>
<td>9</td>
</tr>
<tr>
<td>19</td>
<td>Decision Making</td>
<td>4</td>
</tr>
<tr>
<td>23</td>
<td>Planning</td>
<td>8</td>
</tr>
<tr>
<td>24</td>
<td>Ethics for Managers and Professionalism</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Labor Relations</td>
<td>11</td>
</tr>
<tr>
<td>26</td>
<td>Budgeting</td>
<td>12</td>
</tr>
<tr>
<td>30</td>
<td>Legal Issues</td>
<td><strong>Second Critique is due</strong></td>
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<tr>
<td>July</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Futures and Planned Change</td>
<td>15</td>
</tr>
<tr>
<td>2</td>
<td>Review</td>
<td></td>
</tr>
<tr>
<td><strong>3</strong></td>
<td><strong>FINAL EXAMINATION</strong></td>
<td></td>
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ARTICLE CRITIQUES

ASSIGNMENT: Each student will complete 2 journal article critiques. Each has a separate due date cited below.

The article must be selected from professional/academic (scholarly) journals, not magazines. The article must be on a topic about an issue that concerns the management and supervision of police. The article selected must exceed 10 pages in length. The abstract--critique produced must be between 4 and 5 pages in length. It must be typed, double-spaced, using a standard 12 font such as Times New Roman, and have 1 inch margins on all sides. Late items will be penalized per the policy in the main body of the syllabus. The summaries must be your own individual work. Do not plagiarize the author's material, i.e. no direct quotes which are not credited. Try not to use quotes at all.

An abstract summarizes the author’s work in your words. A critique evaluates its usefulness and readability.

This assignment is valued at 40% of your course grade. Each critique is valued at 20% of your course grade.

DUE DATES: June 12, 2014 and June 30, 2014

One Critique is due on each of the above days for the total of 2 critiques. Critiques may be turned in early.

CRITIQUE CONTENTS: Each critique should include

1. Full, correct bibliographic citation of the article, using the APA format below:

   Author(s). (year). Article Title. Journal Title volume(number): pages.


2. An abstract (summary) of the contents of the article. This should include:

   a. the author(s)’ thesis or main conclusion (This will be a direct quote).

   b. an outline of the logical argument used to support the thesis (This is found in the findings, discussion, and conclusion parts of the article).

   c. a description of research methods and data used.

   d. a discussion of the implications offered. What does the article mean for the discipline?
3. An evaluation and critique of the article.

This part is your analysis (supported opinion) of the article. The Evaluation and Critique should comment on the readability, informativeness, and usefulness of the article. Comment on style and level of presentation. Comment on the quality and usefulness of the tables, figures, footnotes and bibliography. Mention things that were done well and those things which left unanswered questions or confusion. **Do not critique the content, i.e. the opinions and conclusions of the author.**