



Course Name: Correctional Administration

Course Number: CJS* E240

Credits: 3

Catalog description:

An examination of the correctional organization, the administrative process, and supervision and management in the correctional setting. Topics addressed will include values and ethics, policies and procedures, legal issues for employees, human resources, leadership, and power and influence.

Prerequisite, Corequisite, or Parallel: CJS*E102 – Introduction to Corrections (Prerequisite)

General Education Competencies Satisfied:

HCC General Education Requirement Designated Competency Attribute Code(s):

None

Additional CSCU General Education Requirements for CSCU Transfer Degree Programs:

None

Embedded Competency(ies):

None

Discipline-Specific Attribute Code(s):

None

Course objectives:

General Education Goals and Outcomes:

None

Course Specific Objectives:

1. Develop knowledge of a specific career area in corrections.
2. Develop knowledge of law as it impacts correctional systems.



3. Develop knowledge of historical/political impact on correctional systems.
4. Develop knowledge of interpersonal communication skills.
5. Develop ability to draw inferences and relate facts and ideas accurately.
6. Develop understanding of special ethical issues in the criminal justice professions.

Course Content:

American Corrections: An Overview

- (a) Corrections Today
- (b) Purposes of Corrections

Correctional Organization and Administration

- (a) Purpose of Organization
- (b) Principles of Organization

Correctional Management

- (a) Administrative Processes (Budgeting, Financial Control, Recruitment etc.)
- (b) Correctional Supervisor's Role
- (c) Distribution and deployment of personnel

Leadership and Supervision in a Correction Setting

- (a) leadership training
- (b) command presence
- (c) interpersonal communications

Date Course Created:

Date of Last Revision: 03/06/2017