



Course Name: Police Organization and Administration

Course Number: CJS* E250

Credits: 3

Catalog description:

A detailed analysis of police organization and administration. A study of administrative problems within a police organization and the equating of sound principles of human relations and supervision to effective police performance

Prerequisite, Corequisite, or Parallel: CJS*E101 – Introduction to Law Enforcement (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 specific career area in policing.
2. Develop knowledge of law as it impacts on law enforcement and police.
3. Develop knowledge of psychological/sociological impacts on the criminal justice system.
4. Develop knowledge of the historical/political impacts on the criminal justice system.



5. Develop ability to speak to groups.
6. Develop understanding of interpersonal communication skills.
7. Develop active listening skills.
8. Develop ability to make sound decisions in a limited time frame.
9. Develop understanding of special ethical issues in law enforcement.

Course Content:

Management and Supervision Overview

- (a) the law Enforcement Organization
- (b) Law Enforcement Managers
- (c) Leadership

Management Skills

- (a) Communication
- (b) problem solving
- (c) decision making
- (d) time management
- (e) budgeting/managing costs
- (f) hiring practices
- (g) unions
- (h) developing employee potential
- (i) training
- (j) motivating employees

Managing Problems

- (a) morale issues
- (b) discipline
- (c) behavior problems
- (d) complaints/grievances
- (e) conflict
- (f) stress

Managing Department Functions (a) deployment of personnel

- (b) productivity
- (c) performance appraisals/evaluations

Future Issues

- (a) resources
- (b) community policing
- (c) privatization
- (d) crime patterns

Date Course Created:



Date of Last Revision: 03/06/2017