

CCJ 4450 - Criminal Justice Administration

Course Description:

An analysis of leadership styles, management principles, supervisory techniques, policies and procedures within Law Enforcement agencies.

Pre-req: CCJ 1020

Course Competencies:

Competency 1: The student will demonstrate knowledge of the organizational structure and culture of a Law Enforcement agency by:

- a. explaining why law enforcement culture is important
- b. recognizing how the culture develops
- c. identifying how the culture changes
- d. comparing and contrasting various cultures within agencies

Competency 2: The student will demonstrate knowledge of the various leadership and behavioral styles by:

- a. identifying qualities of a successful manager
- b. exploring styles of leadership
- c. reviewing effective leadership practices and organizational teamwork
- d. assessing approaches to the organizational development process

Competency 3: The student will analyze the organizational environment by:

- a. reviewing the principles of motivation and Motivation-Hygiene Theory
- b. defining the hierarchy of effective communication
- c. describing McGregor's Theory X and Theory Y process
- d. discussing the Immaturity-Maturity Theory and Expectancy Theory

Competency 4: The student will analyze transactional analysis by:

- a. reviewing behavioral models and the change process
- b. defining transactions and communications
- c. distinguishing between basic life position, organizational sanctions, and organizational games
- d. discussing time structuring

Competency 5: The student will explore the principles of management by objective by:

- a. reviewing the MBO system, its values, beliefs, and goals
- b. producing an action plan
- c. developing an evaluation plan by establishing measurable objectives, designing an evaluation, specifying data collection procedures, and specifying data reduction and analysis methods
- d. evaluating the pros and cons of MBO

Competency 6: The student will describe the nature of productivity by:

- a. understanding how to determine productivity
- b. reviewing what is meant by "post report reflections"
- c. learning how to treat productivity, the news media, and selected officials
- d. understanding productivity and social concerns and how productivity will affect one's future

Competency 7: The student will demonstrate knowledge of budgeting and managing costs by:

- a. defining the purpose of a budget
- b. comparing and contrasting various types of budgets
- c. learning the stages of the budgeting process
- d. creating a budget

Competency 8: The student will explore modern law enforcement management and power issues by:

- a. defining power and management
- b. contrasting the uses of formal and informal power
- c. exploring approaches to the use of power, including manipulation, threats, and needling
- d. analyzing the reasons for using power

Competency 9: The student will demonstrate knowledge of civil liability by:

- a. identifying civil rights violations
- b. comparing negligence and liability in the selection and training of employees
- c. exploring civil liability in law enforcement

Competency 10: The student will demonstrate knowledge of the accreditation process of Law Enforcement agencies by:

- a. defining accreditation
- b. comparing the liability and benefits of accreditation
- c. reviewing accreditation and agency participation
- d. tracing the history and origin of national accreditation processes