

**CALIFORNIA STATE UNIVERSITY, SACRAMENTO**  
**Division of Criminal Justice**  
**Spring 2008**

**CRJ 164**  
**Criminal Justice & Public Safety Administration**  
**TuTh 10:30-11:45 AM**  
**Sequoia 443**

**Instructor: Kevin Lowe, Ph.D.**  
**Office: ALP 219**  
**Office Hours: TuTh 12 – 1:00 PM**  
**E-mail: [klowe@csus.edu](mailto:klowe@csus.edu)**

**Syllabus**

**Course Description**

This course covers the history, evolution, and development of criminal justice organizations. It explores their influence upon the interrelationships existing among management, work groups, and individuals within the context of criminal justice organizations. It is also an exploration of the major social changes influencing public safety organizations and their response to changing social, political, and economic conditions in American society.

At the conclusion of the semester students will be expected to be able to do the following:

- Describe how the major historical events forged the concept of the criminal justice system.
- Demonstrate academic honesty and the concept of intellectual property by successfully completing a writing assignment involving considerable research.
- Compare how criminal justice agencies function now and in the foreseeable future.
- Demonstrate an understanding of the basic organization, structure and functions of the police, courts, and corrections segments of the criminal justice system and how these individual segments are integrated in the overall operation of the criminal justice system.
- Describe the historical development of organization and management theories and demonstrate how these theories are integrated into criminal justice institutions.
- Compare the fundamental differences between public and private sector organizations with an emphasis on the difficulty bridging private sector organizational and managerial values to the public organizational structures.
- Analyze how major social and economic historical events, which have altered the management of criminal justice organizations (e.g. the Civil Rights Movement, fiscal austerity, and the like).
- Compare and contrast how major theorists and practitioners contributed to organization theory and behavior and their assimilation into the administration of criminal justice organizations.
- Explain moral and ethical issues inherent in the administration of justice programs and services.

**Required Texts**

Richard J. Stillman II (2005). Public Administration: Concepts and Cases, 8<sup>th</sup> Ed. Boston: Houghton-Mifflin.

**Extra Readings, Films and Speakers**

Throughout the course, you will receive handouts to read in addition to your text material. During the semester, I may schedule films and guest speakers to augment class lectures. You are responsible for all material presented in class.

## Course Requirements

- Exams (40% of final grade): Two exams will be given. Exams are multiple-choice, essay and short answer. Each exam is worth 20 points. The second exam given during finals week **will** be cumulative. Test 1: **March 13**; Test 2: **May 22**.
- Case Studies (20% of final grade): You will be responsible for submitting four (4) case studies based on the text: Public Administration: Concepts and Cases (case study format will be provided by the instructor). Case studies will be due on the class session scheduled for in-class discussion of the case (no make-ups). Each case study is worth 5 points.
- Written Report (35% of final grade): The written report is a team research project on a major local issue. You are expected to deliver your findings orally in class (on a panel with others studying the same local issue) as well as in a written report. Time will be provided in class for your research and task force work. You must choose and secure my approval of your topic by the second week of class. The overall paper should reflect team effort and will be 10 - 12 pages in length (not including required cover page, reference page, and optional illustrations), typewritten, and double-spaced. Each student will be responsible for and will submit their assigned written report section following the class presentation; students will be graded on assigned report section, teamwork, and class presentation. Teams must use appropriate headings for each section; 1-inch margins; 12-point font; Times New Roman. The paper must include a minimum of five (5) references from a scholarly, peer-reviewed journal or book (APA citation style); one (1) academic internet-based (Website) may be included. Any quotes or other direct references, including substantial paragraphs, must be appropriately cited. All sources must be listed on a "References" page. Specific report specifications and task force requirements (with required submission of "benchmarks") will be provided in the second week of class. Due **May 1**.
- Class Participation (5% of final grade): Your class participation and attendance will be monitored throughout the semester. Your participation on the panel presentation is required and expected to be equitable. The oral presentations will be limited to 30 minutes and will be open to questions. Visual aids are encouraged.

## Other Requirements

- **Attendance is expected.** Attendance will be taken randomly and will be considered accurate for the semester. You will be responsible for all class material.
- Preparation for class by completing reading assignments is expected.
- Participation in class discussions is expected. You are encouraged to become active participants in your learning experience.

## Grading Policy

Each exam, case study, participation/presentation, and the written report will be given a numerical score and a letter grade based on point equivalents. Points will be totaled for your final letter grade. There will be no incomplete grades given for this course except in the most severe (and verifiable) circumstances.

Reasonable class participation is a subjective judgment on the part of the instructor. If a student is considered not to be reasonably participating, the instructor will notify that student.

### Grading Range:

A = 94-100	C= 74-76
A- = 90-93	C- = 70-73
B+ = 87-89	D+ = 67-69
B = 84-86	D = 64-66
B- = 80-83	D- = 60-63
C+ = 77-79	F = 59 & below

### **Academic Integrity/Honesty**

Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect for others' academic endeavors. By placing your name on academic work, students certify the originality of all work not otherwise identified by appropriate acknowledgements. Plagiarism will not be tolerated.

### **Help and Special Needs**

If you find that you are having problems with the course material, you are encouraged to come speak with me as soon as possible. Likewise, accommodations for students can be made. These needs must be brought to my attention as early as possible. You are encouraged to stop by during office hours; if these hours are not convenient for you, contact me by email to set up an appointment.

### **Classroom Behavior**

- Turn off cell phones and pagers.
- Arrive on time.
- Beverages OK, small food items OK.
- Be respectful!

### **Course Reading & Assignment Schedule**

Will be provided by instructor the first class session.