Criminal Justice
Administration and Management
Criminal Justice 3303
Fall, 2008

Professor: Dan Partrich
Office Hours: MWF 9-10am & T/Th 8-9am
Any other time by appointment.
Office Location/Phone: M-202, 971-3618
Day/Time: TR 12:15-1:30
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Course Description:
This course provides general knowledge about the principles of organization and management strategies within various criminal justice agencies. Content will focus on the central concerns of how criminal justice agencies function today and how these agencies might appear to function in the future.

Text: Justice Administration, Peak, 5th ed.
Current research and other relative materials will also be included in the course content.

Evaluation Procedures:
A total of four examinations will be given covering class lectures, class discussions, audio visual presentations, and any additional assignments. Each test carries the same weight, including the final.
The final is comprehensive.

Students are expected to participate in group discussions as assigned throughout the semester, using a 6 step problem solving structure. These assignments will be 50 points each.

Assignments will be sent via BlackBoard Digital Drop Box prior to class discussion.

Students will also be required to bring their responses to class to participate in the required discussions. Participating in group discussions will be worth an additional 50 points.

Assignments will be in Word format.

Points may be deducted for spelling and other grammatical errors.
These points will be added back when the student makes the corrections. This applies to any written assignment.

For a make-up test, the student must provide a proper reason and make arrangements to take the test no later than 2 days following the date scheduled for that particular test. If the student does not notify the professor prior to the test, the instructor has the option of downgrading the test score. Extra credit is not an option.

Citizenship: In order to enhance the classroom learning environment, students are expected to display appropriate levels of respect and courtesy. Unacceptable behavior will result in a deduction of overall percentage points.

Academic Honesty: Refer to the student handbook.

Special Needs: Students needing special accommodations for this class should notify the professor during the first 2 weeks of the course.

Grade Weight: Four tests; 100 points each. Written assignments 50 points each. Group discussion 50 points each.

Test Dates: Thursday, Sept. 18th
Tuesday, Oct. 21st
Thursday, Nov. 13th
Final-Tuesday, December 9th, 10:00-11:50

Absences: Students will be allowed 3 unexcused absences before the last 2 weeks of the semester. A 4th unexcused absence will result in 4 percentage points being deducted from the overall average. Unexcused absences thereafter will result in at least 2 percentage points deducted. During the last 2 weeks of the semester, the penalty doubles for any unexcused absence.

My Prayer for Students...John 17:15