

6/1/2023 DATE

 REQUIRED COURSE
 ELECTIVE COURSE

 SSE _____ DIVISION _____
 NEW COURSE
 REVISION

Lake Land College

Course Information Form

COURSE NUMBER:		CJS-092		TITLE: (30 Characters Max)				Police Management & Supervision			
SEM CR HRS:	3	Lecture:		3	Lab:	0	SOE/Internship:		0	ECH:	3
Course Level:	<input type="checkbox"/> Gen Ed / IAI <input type="checkbox"/> Baccalaureate /Non-IAI		<input checked="" type="checkbox"/> Career/Technical <input type="checkbox"/> Dev Ed/ Not in Degree Audit		Clinical Practicum:	0	SOE/Internship:		0	SOE ECH:	0
COURSE PCS #	12 43.0103			IAI Code				Contact Hours (Minutes Per Week)			
Repeatable (Y/N):	N	Pass/Fail (Y/N):	N	Variable Credit (Y/N):	N	Min:	Max:	16 Wks	150	8 wks	300
Prerequisites:											
Catalog Description: (40 Word Limit) This course focuses on organizational and managerial roles in law enforcement. Emphasis is placed on organizational structure, administrative procedures, and enforcement responsibilities.											

List the Major Course Segments (Units)	Contact Lecture Hours	Contact Lab Hours	Clinical Practicum	Non-Clinical Internship/ SOE
Overview of Management, Supervision, and Leadership Skills	3			
Basic Management/Personal Skills	9			
Developing the Skills of Others	9			
Managing Problems	12			
Resource Management	12			
TOTAL	45	0	0	0

EVALUATION

QUIZZES	<input checked="" type="checkbox"/>	EXAMS	<input checked="" type="checkbox"/>	ORAL PRES	<input type="checkbox"/>	PAPERS	<input checked="" type="checkbox"/>
LAB WORK	<input type="checkbox"/>	PROJECTS	<input checked="" type="checkbox"/>	COMP FINAL	<input type="checkbox"/>	OTHER	<input type="checkbox"/>

COURSE MATERIALS

TITLE:	Management & Supervision in Law Enforcement
AUTHOR:	Hess & Orthmann
PUBLISHER:	Cengage
VOLUME/EDITION/URL:	7th
COPYRIGHT DATE:	2016

MAJOR COURSE SEGMENT	HOURS	LEARNING OUTCOMES
		<i>The student will be able to:</i>
Overview of Management, Supervision, and Leadership Skills	1	Identify the importance of supervision within the law enforcement community.
	1	Acknowledge the organizational structure of American policing.
	1	Identify the mission of policing.
Basic Management/Personal Skills	3	Identify the communication process and importance of clear communication.
	3	Understand the importance of decision making and problem solving skills.
	3	Understand the importance of time management.
Developing the Skills of Others	3	Understand the importance of training.
	3	Understand how to promote growth and development of personnel.
	3	Understand how to motivate employees.

Managing Problems	3	Understand how to discipline employees.
	2	Understand how to deal with problem behaviors.
	3	Understand conflict resolution techniques.
	2	Understand how to handle complaints and grievances.
Resource Management	2	Understand how to cope with stress and other hazards of the job.
	3	Understand how to use resources to full potential.
	3	Understand budgeting and how to manage costs creatively.
	3	Understand how to hire personnel and deal with unions.
	3	Understand how to adequately measure employee performance
45		

COURSE OUTCOMES*	At the successful completion of this course, students will be able to:
	· Understand the fundamentals of management and supervision in law enforcement.
	· Satisfactorily utilize problem solving skills.
	· Employ strategies to address conflict within the organization and the community.
	· Understand how to use resources properly and creatively.
	· Understand how to operate with a budget and manage costs.
	· Understand how to sufficiently hire, evaluate, and discipline employees.

* Course Outcomes will be used in the Assessment Software for Outcomes Assessment. Limit to 3 - 5.