

Managing Correctional Operations
CRJUS 6980
Fall 2014

Instructor: Jeffrey Ervin
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Office Hours: 30 minutes following class or by appointment.
Class room: Cushwa Hall room 2027—Tuesday (2005-2245)

Course Description:

This course will examine the trends and issues that impact correctional operations today. It is designed to offer the student insight into the practical world of the correctional manager and administrator. The course will review the correctional landscape in the United States and its impact upon managing the criminal offender. Theories of criminal behavior that influence the goals in management will be discussed. Special attention will be given to correctional strategies that effect management's ability to act. Interdisciplinary research will be a key to understanding the operation of corrections today, while we explore the implications of change within the discipline of corrections.

Recommended Texts:

Alarid, Leanne F., Cromwell, Paul, and Del Carmen, Rolando (2013). Community-Based Corrections. Ninth Edition. CA: Thomson Wadsworth.

Carlson, Peter M. and Garrett, Judith S. (2008). Prison and Jail Administration. Second Edition. Massachusetts: Jones and Bartlett Publishers.

McCullough, John (2005). Managing Correctional Crisis. Jones and Bartlett Publishers, Inc.

Attendance Policy:

Attendance will be taken and will be used with class participation in the determination of your final grade. Every student is entitled to learn, but not every student is entitled to excellence. This is a grade set aside for those students who perform at an outstanding level compared to others given similar conditions. No class Veterans Day 11/11/14.

Students with Disabilities:

In accordance with University procedures, if you have a documented disability and require accommodations to obtain equal access in this course, please contact me privately to discuss your specific needs. You must be registered with the Center for Student Progress Disability Services, located at 275 Fifth Avenue, and provide a letter of accommodation to verify your eligibility. You can reach CSP Disability Services at 330-941-1372.

Grading: Scale will be based on a 200 point total.

Papers (10 points each)	140 points
Final	50 points
Class attendance and participation	10 points

Papers:

The student will be required to submit one paper each week. The content length will be a minimum of 3 pages and a maximum of 5 pages. A title page and bibliography must accompany it but not counted toward the total work offered. The student is expected to write succinctly yet be capable of covering the material chosen. Each paper must be properly cited, using no more than two web-based references. The document must be standard type (12pt), double-spaced, with a 1" margin. A single staple will be placed in the upper left corner of the document to secure the work. APA format is preferred. Your instructor will provide the topic that will be used in support of lecture and class discussion the week it is due.

Class Discussions:

Students at the graduate level should be able to articulate their position regarding the subject matter and material covered. The design of the class lecture weighs heavily upon the readings and opinions of the graduate student. You will be called upon...so be prepared. Opinions vary, so please be respectful if it is not your own.

Examinations:

The final examination administered in this class will be essay format. It is the only test you will be expected to take in this class. It will be held on Tuesday, 12/09/14, from 2000-2200, in class room 2027, Cushwa Hall. You are encouraged to print neatly, because if I can't read or understand your thoughts, I can't give you credit for your work.

GENERAL INFORMATION – FALL 2014

University Services Available: The Center for Student Progress / Disability Services is a resource on campus established to help students successfully complete their university experience. Please phone (330-941-3538) or visit the Center for help understanding “the system,” for tutoring, or for individualized assistance with academic and social concerns. The Center for Student Progress is located in Kilcawley Center under the bookstore (see: www.ysu.edu/services/serv.htm). Disability Services Office has been relocated to 275 Fifth Avenue.

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Contact with Instructor: Office hours are established for students who want to discuss things with the instructor. Appointments should be made if the office hours are not convenient. Occasionally, other professional obligations may conflict with posted office hours so appointments are advisable. (Such conflicts will be kept to a minimum, known conflicts will be announced or posted.) You are encouraged to use the phone, voice mail, and e-mail to contact the instructor.

Note on Plagiarism/Cheating: You are expected to do your own work; plagiarism (literary theft), copying from others, or obtaining improper assistance from others will not be tolerated. Any written assignment must use appropriate citations and credit for the work of others. You should use a standard writing style manual (APA, MLA, etc.) for citation and reference formats. Under University policy, students aware of cheating have an obligation to report it to the instructor.

Grades: At the conclusion of the semester, grades will be entered into the Banner system by the first Monday following the end of the term and will be accessible to students by that Wednesday via the YSU Portal. Once signed on to the Portal, the student will select the ***Registration*** hyperlink for student options. You must then select ***Student Records***, select ***Academic History***, select ***Final Grades***, select ***Term***. At this point, you will be able to view your grades. **Do not call the Criminal Justice Department Office; staff members are not permitted to give out grades.** If you believe an error in grading has occurred, you must contact your instructor – email is recommended.

§ **Incomplete Grade:** Requests for a grade of incomplete (“I”) can only be made if the student is passing the course and cannot complete the course because of circumstances beyond the student’s control.

Refer to Academic Policies and Procedures section of the University Undergraduate Bulletin for other academic procedures and requirements.

Additional Notes:

Course Prerequisites: See Course Description; must have “C” or better

Fall Term Begins: Wednesday, August 20, 2014

Exhibit 1

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Graduation Information:

-You must file online an Application for Graduation form during the first week of the semester in which you plan to graduate.

- You must request a graduation evaluation one year in advance of your expected graduation date. Logon

to the MyYSU Portal and click on the Student Account link under E-Services for students – then click on the Student Tab – then click Graduation Evaluation Request.

Last Day for Completing an Incomplete (“I”) Grade for Spring 2014: Monday, September 1, 2014

Last Day to Add Classes or Change a Grading Option: Wednesday, August 27, 2014

Last Day to Withdraw and Receive a 100% Refund or Reduction in Charges (there will be no refund or reduction in charges after this date): Full Term - Tuesday, September 2, 2014

Last Day to Apply for Graduation:

Monday, September 29, 2014 (without a late fee)

Tuesday, November 4, 2014 (late fee will be assessed)

Last Day for Completing an Incomplete (“I”) Grade for Summer 2014: Wednesday, October 1, 2014

Last day to Withdraw with a Grade of “W”:

Full Term - Saturday, October 25, 2014

Final Examinations Begin: Monday, December 8, 2014

Holidays This Semester (University Closed):

Labor Day – Monday, September 1, 2014

Veterans Day – Tuesday, November 11, 2014

Thanksgiving Day – Thursday, November 27, 2014

Columbus Day Observed – Friday, November 28, 2014

Wednesday, November 26, 2014: No classes scheduled; University offices are open

Fall Term Ends: Sunday, December 14, 2014

Commencement: Sunday, December 14, 2014

Last Day for Completing an Incomplete (“I”) Grade for Fall 2014: Sunday, March 1, 2014

For Weather-Related Closings – Check www.yсу.edu and 88.5 WYSU-FM. *Do not call the Criminal Justice Department Office or your instructor*