



Nursing and Health Professions Division
1400 Tanyard Road Sewell, NJ 08080
856-468-5000

LEN 108 Police & Personnel Management

Syllabus

Lecture Hours/Credits: 3/3

Catalog Description

Prerequisite: Passing Grade in RDG 099 or equivalent

This course introduces Students and in-service Law Enforcement personnel to methods and techniques involved in becoming an effective Police Supervisor. Topics include the Police Supervisory role in problems that occur in the field, as well as Administrative, legal, and personnel problems

Textbook and Course Materials

It is the responsibility of the student to confirm with the bookstore and/or their instructor the textbook, handbook, and any other materials required for their specific course and section.

Click here to see current textbook prices at rcgc.bncollege.com.

Evaluation Assessment

Grading Distribution

Grading to be determined by individual instructors.

Individual instructors may include the following assessment(s):

- Exams
- Quizzes
- Class Discussions
- Written Assignments
- Attendance and Participation
- Projects

Grading

A = 96%-100%

A- = 93%-95%

B+ = 90%-92%

B = 86%-89%

B- = 83%-85%

C+ = 80%-82%

C = 77%-79%

C- = 74%-76%

D+ = 71%-73%

D = 67%-70%

D- = 64%-66%

F = Below 64%

Rowan College South Jersey Core Competencies

(Based on the NJCCC General Education Foundation - August 15, 2007; Revised 2011; Adopted 2014)

This comprehensive list reflects the core competencies that are essential for all RCSJ graduates; however, each program varies regarding competencies required for a specific degree. Critical thinking is embedded in all courses, while teamwork and personal skills are embedded in many courses.

1. **Written and Oral Communication:** Students will communicate effectively in both speech and writing.
2. **Quantitative Knowledge and Skills:** Students will use appropriate mathematical and statistical concepts and operations to interpret data and to solve problems
3. **Scientific Knowledge and Reasoning:** Students will use the scientific method of inquiry, through the acquisition of scientific knowledge.
4. **Technological Competency:** Students will use computer systems or other appropriate forms of technology to achieve educational and personal goals
5. **Society and Human Behavior:** Students will use social science theories and concepts to analyze human behavior and social and political institutions and to act as responsible citizens.
6. **Humanistic Perspective:** Students will analyze works in the fields of art, history, music, or theater; literature; philosophy and/or religious studies; and/or will gain competence in the use of a foreign language
7. **Historical Perspective:** Students will understand historical events and movements in World, Western, non-Western or American societies and assess their subsequent significance.
8. **Global and Cultural Awareness:** Students will understand the importance of a global perspective and culturally diverse peoples.
9. **Ethical Reasoning and Action:** Students will understand ethical issues and situations.
10. **Information Literacy:** Students will address an information need by locating, evaluating, and effectively using information.

LEN 108 Core Competencies

LEN 108 focuses on three of RCSJ's Core competencies:

- Oral/Written Communication
- Technological Competency
- Information Literacy

Student Learning Outcomes: Police and Personnel Management

| Successful completion of LEN 108 will help students: | RCSJ's Core Competencies | Evaluation / Assessment (Additional means of evaluation may be included by individual instructors) |
|---|--|---|
| 1. The student will be able to identify and associate concepts involved in Police administration and supervision. <ul style="list-style-type: none"> a. Define the Social, Political, Professional, and Community Era as they relate to the Police Agency. b. Define the social, Political, and Legal context of Police Administration. c. Describe the basic nature of police work. d. Identify Police goals and systems | Oral/Written Communication | Text review. Analysis and discussions Class participation rubric Writing Rubric Critical Thinking Rubric |
| 2. The student will demonstrate and recognize the police executive, the line supervisor and the functional relationships within the organization and to the subordinates. <ul style="list-style-type: none"> a. Interpret and recognize police organizational tasks and interactions b. Discuss, draft, and explain principles, and/or policies of the police organization c. Explain the application of police management. d. Describe the Police Executive: Managing vs. Leading. e. Describe the individual in the Police organization and point out the group interaction: Self, Attitude, Motivation, and Communication. f. Discuss in detail leadership styles. g. Communication and decision making abilities. h. Relevance of performance evaluations and methods used. | Oral Communication/ Written Communication | Open conversation and reviews. Project assignments. Article Reviews. Text Discussions |

| Successful completion of LEN 108 will help students: | RCSJ's Core Competencies | Evaluation / Assessment (Additional means of evaluation may be included by individual instructors) |
|---|---|--|
| <p>i. Discuss the development, application, and implementation of strategies and tactics.</p> <p>j. Organization improvement and current issues.</p> <p>k. Discuss and explain the community policing philosophy.</p> | | |
| <p>3. The student will review and develop a more comprehensive comparison and appreciation of the scope of the law enforcement function in society from an administrative and supervisory perspective.</p> <p>a. Review the structure and functions of a police agency.</p> <p>b. Review the qualifications of the various levels of law enforcement officers.</p> <p>c. Differentiate between the goals, objectives, responsibilities, accountability, policies, practices, and perspectives of the various law enforcement executives/supervisors within their respective agencies.</p> <p>d. Interaction with working professionals in the field</p> | <p>Oral/Written Communication</p> | <p>Text review. Quizzes and Chapter Tests.</p> |
| <p>4. Students will demonstrate and discover and appreciation for the use of computer-based technology in the study of Law Justice.</p> <p>a. Use search engines to locate specific criminal justice agency web sites.</p> <p>b. Search criminal justice web sites for designated information.</p> | <p>Technological Competency/ Information Literacy</p> | <p>Project preparation and submission. Analysis and class participation.</p> |

| Successful completion of LEN 108 will help students: | RCSJ's Core Competencies | Evaluation / Assessment (Additional means of evaluation may be included by individual instructors) |
|--|---------------------------------|--|
| c. Use links to move between web sites. d. Download information located through web searches. e. Incorporate information gleaned from computerized databases in course discussion. f. Communicate information orally in a logical and grammatical manner. | | |

Topical Outline

Police Organization-Evolving Strategies

Dynamics of Management: Managers and Organizational Behavior

Leadership: The Integrative Variable

Personality: Understanding the Complexity of Human Behavior in the Organization

Beliefs, Values and Attitudes

Motivation: The Force Behind Behavior

Stress in Organizational Life

Conflict: Nature, Causes and Management

Decision Making: The Essential Element in Applied Management

Power

Communication: The Vital Process

Groups and Team Work

Coping with Change

Performance Based Management

Developing Effective Organizations

Affirmative Action Statement

The Board of Trustees is committed to providing a work and academic environment that maintains and promotes affirmative action and equal opportunity for all employees and students without discrimination on the basis of certain enumerated and protected categories. These categories are race, creed (religion), color, national origin, nationality, ancestry, age, sex (including pregnancy and sexual harassment), marital status, domestic partnership or civil union status, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for military service, or mental or physical disability, including AIDS and HIV related illnesses.

For questions concerning discrimination, contact Almarie J. Jones, Special Assistant to the President, Diversity and Equity/Title IX and Compliance, 856-415-2154 or ajones@rcsj.edu or (Cumberland) Nathaniel Alridge, Jr., JD, Director, Diversity and Equity/Title IX and Judicial Affairs, 856-691-8600, ext. 1414 or nalridge@rcsj.edu. For disability issues or any barriers in the learning or physical environment related to a document condition/disability please contact: Gloucester campus – Carol Weinhardt, Director, Department of Special Services, ADA/504 Officer at 856-415-2247 or cweinhar@rcsj.edu; or Cumberland Campus – Meredith Vicente, Senior Director, Department of Special Services/Project Assist at 856-200-4688 or mvicent1@rcsj.edu

Department of Special Services

The Department of Special Services is committed to providing support services and ensuring equal access to eligible students with documented conditions/disabilities as outlined by the Americans with Disabilities Act (ADA) and the Americans with Disabilities Act with Amendments Act (ADAAA).

(Gloucester Campus Location and Contact)

Location: Instructional Center, room 425A.

Primary Contact: Director, Carol Weinhardt, (email) cweinhar@rcsj.edu; or (phone) 856-415-2247.

(Cumberland Campus Location and Contact)

Location: Center for Academic & Student Success (CASS)

Primary Contact: Senior Director, Meredith Vicente, (email) mvicent1@rcsj.edu; or (phone) 856-200-4688.

Reporting Allegations of Sexual Assault and Resource Referrals (08/2021)

Gloucester Campus

There are multiple safe places for students to report allegations of sexual assault, both on and off campus. Reports of sexual assault can be made to any of the following offices listed in the chart below.

All students are encouraged to report alleged crimes on campus. Crimes that pose a threat to the campus community must be reported to **9-1-1**, Security, the Sheriff's Office or the Deptford Township Police Department. All employees, including Security staff, must report incidents of discrimination, harassment or sexual misconduct to the Title IX Officer.

| Service | Resource | Phone Number/Location/Website |
|--|--|--|
| Non-Confidential Reporting Local Law Enforcement | Gloucester County Sheriff's Office | 856-681-2200 |
| | Deptford Township Police Dept. | 856-845-2220 |
| | Gloucester Co. Prosecutor's Office | 856-384-5500 |
| | Sexual Assault Response Team | 856-384-5555 |
| Non-Confidential Reporting 9-1-1 and Campus Security | 9-1-1 Gloucester County Emergency Management Dispatch Campus Security Blue Light Emergency Phones <u>or</u> ext. 4444 from any campus desk phone | 9-1-1 or push RED button on Campus Blue Light Emergency Phones 856-681-6287 |
| Non-Confidential On-Campus Reporting Support Services | Almarie J. Jones Special Assistant to the President Diversity and Equity/Title IX and Compliance | 856-415-2154 College Center, Room 116 ajones@rcsj.edu |
| | John F. Ryder Director, Student and Veteran Affairs | 856-468-5000, ext. 6456 College Center, room 202 jryder@rcsj.edu |
| Confidential On-Campus Counseling and Support Services | Lois Y. Lawson-Briddell, Ph.D. MSW, LSW, Director Counseling & Wellness Services Center | 856-464-5236 llawsonb@rcsj.edu College Center, Room 206 |
| | William Leonard, Ph.D. Intervention Teams Consultant | 856-415-2119 wleonard@rcsj.edu College Center, STEM Office C-168 |
| | Crystal Noboa, LSW, MSW Director, The Center for People in Transition (PIT) | 856-415-2264 cnoboa@rcsj.edu Career & Technical Education Center, Room 809, 1492 Tanyard Road |
| | Diane Mussoline, EdS, LMFT Executive Director of Behavioral Services | 856-494-5665 dmussoli@rcsj.edu Rowan University Center, Room 200A |
| Confidential Off-Campus Full-Service Support | Center for Family Services/ Services Empowering Rights of Victims (SERV) | 1-866-295-7378 Camden and Gloucester counties www.centerffs.org/serv |
| Hospitals with Sexual Assault Nurse Examiners | Inspira Medical Center | 700 Mullica Hill Road, Mullica Hill, NJ 08062 856-508-1000 |
| | Jefferson Washington Township Hospital | 435 Hurffville-Crosskeys Rd., Turnersville, NJ 856-582-2500 |

