

Bossier Parish Community College
Master Syllabus

Course Prefix & Number: CJUS 278

Credit hours: 3

Course Title: Management of Correctional Facilities

Course Prerequisites: None

Textbook: Seiter, Richard. *Correctional Administration: Integrating Theory and Practice*. 3rd Edition.

Course Description: This course will cover the various phases of administration as they relate to corrections. Three basic stages are covered: executive, mid management, and operations. Each of these levels will be discussed as they relate to institutions, community-based institutions, and the operation of probation and parole. Problems and their possible solutions will be covered for each division of corrections.

Learning Outcomes:

At the end of the course, the student will:

- A. identify the background, history, and functions of correctional administration
- B. evaluate hiring techniques and practices including training
- C. analyze methods of recidivism reduction efforts in corrections
- D. evaluate correctional programming methods and basic services provided to inmates
- E. compare and contrast differing stages for inmate management

To achieve the learning outcomes, the student will:

(The letter designations at the end of each statement refer to the learning outcome(s).)

- 1. outline the historical development of Correctional Management; (A)
- 2. identify the major schools of thought in managing personnel; (B)
- 3. describe the organizational and budgeting process in Corrections; (C), (D)
- 4. define motivation and leadership; (E)
- 5. describe decision making in planning and organizational control; (E), (F)
- 6. list the professional and legal responsibilities of correctional institutions; (C), (D), (E)
- 7. identify contemporary issues in Correctional Management. (C), (D), (E), (F)

Course Requirements: The following are intended to help the learner meet the stated learning outcomes of the course: regular and prompt class attendance reflected in class roll; read assigned text and outside material; successful completion of administered examinations; demonstration of an understanding of the subject matter; an understanding of which law or laws to use under different circumstances; active participation in classroom or online discussions.

Course Grading Scale:

- A 90-100%
- B 80-89%
- C 70-79%
- D 60-69%
- F 59% or below

Course Fees: None

Nondiscrimination Statement:

Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

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Title IX and Equity/Compliance Coordinator

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