George Mason University
Graduate Course Approval/Inventory Form

Please complete this form and attach a copy of the syllabus for new courses. Forward it as an email attachment to the Secretary of the Graduate Council. A printed copy of the form with signatures should be brought to the Graduate Council Meeting. Complete the Coordinator Form on page 2, if changes in this course will affect other units.

Please indicate: ______ NEW ______ MODIFY ______ DELETE

Local Unit: Public & International Affairs/ADJ  Graduate Council Approval Date: 

Course Abbreviation: JLCP  Course Number: 740

Full Course Title: Justice Organization and Administration

Abbreviated Course Title (24 characters max.): Justice Organization and Administration

Credit hours: 3  Program of Record: Justice, Law, and Crime Policy

Repeatable for Credit? ______ D=Yes, not within same term  Up to hours
 ______ T=Yes, within the same term  Up to hours
 ______ N=Cannot be repeated for credit

Activity Code (please indicate): _____ Lecture (LEC) _____ Lab (LAB) _____ Recitation (RCT)
 _____ Studio (STU) _____ Internship (INT) _____ Independent Study (IND)  _____ Seminar (SEM)

Catalog Credit Format 3:3:0  Course Level: GF(500-600)  ____ GA(700+)  ____

Maximum Enrollment: 20  For NEW courses, first term to be offered: Fall 2005

Prerequisites or corequisites: None

Catalog Description (35 words or less) Please use catalog format and attach a copy of the syllabus for new courses.: JLCP 740 Justice Organization and Administration (3:3:0). Examines the organization and administration of justice and security organizations. Covers organization theory and behavior as applied to justice and security organizations.

For MODIFIED or DELETED courses as appropriate:

Last term offered:  Previous Course Abbreviation:  Previous number:

Description of modification:

APPROVAL SIGNATURES:

Submitted by:  ________________________________ email: smastrof@gmu.edu

Department/Program:  ________________________________ Date: __________________

College Committee:  ________________________________ Date: __________________

Graduate Council Representative:  ________________________________ Date: __________________
**GEORGE MASON UNIVERSITY**  
**Course Coordination Form**

**Approval from other units:**  
Please list those units outside of your own who may be affected by this new, modified, or deleted course. Each of these units must approve this change prior to its being submitted to the Graduate Council for approval.

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Graduate Council approval: ___________________________ Date: __________
Graduate Council representative: ______________________ Date: __________
Provost Office representative: _________________________ Date: __________
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Please indicate:  __X__ NEW  ____ MODIFY  ____ DELETE

Local Unit: Public & International Affairs  Graduate Council Approval Date:  

Course Abbreviation: PUAD  Course Number: 790  

Full Course Title: Justice Organization and Administration

Abbreviated Course Title (24 characters max.): Justice Organization and Administration

Credit hours: 3  Program of Record: Public Administration, MPA

Repeatable for Credit?  
___ D=Yes, not within same term  Up to hours
___ T=Yes, within the same term  Up to hours
__X__ N=Cannot be repeated for credit

Activity Code (please indicate):  
___ Lecture (LEC)  ___ Lab (LAB)  ___ Recitation (RCT)
___ Studio (STU)  ___ Internship (INT)  ___ Independent Study (IND)  __X__ Seminar (SEM)

Catalog Credit Format  3:3:0  

Course Level: GF(500-600)  ____ GA(700+)  __X__

Maximum Enrollment: 20  

For NEW courses, first term to be offered: Fall 2005  
Prerequisites or corequisites: None

Catalog Description (35 words or less)  

Please use catalog format and attach a copy of the syllabus for new courses.  

PUAD 790 Justice Organization and Administration (3:3:0). Examines the organization and administration of justice and security organizations. Covers organization theory and behavior as applied to justice and security organizations.

For MODIFIED or DELETED courses as appropriate:

Last term offered:  
Previous Course Abbreviation:  
Previous number:

Description of modification:

APPROVAL SIGNATURES:

Submitted by:  ________________________________ email: smastrof@gmu.edu

Department/Program:  ________________________________ Date: ______________

College Committee:  ________________________________ Date: ______________

Graduate Council Representative:  ________________________________ Date: ______________
**Approval from other units:**

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Topic Description
This course will cover general readings on organization, administration, and leadership, together with specific applications of these ideas to justice organizations. The course examines the history and evolution of management theory, principles of organization and administration that span across various types of justice organizations, from police, courts, and prisons, to private firms, nonprofits, and non-governmental organizations. In addition to exploring the "formal" aspects of organizations, such as mission and structure, the course will provide students with a brief introduction to other important themes that are explored much more fully in elective courses offered by JLCP.

Course Prerequisites
None.

Course Objectives and Learning Methods
Students will be exposed to an overview of theory, research, and case studies in the organization and administration of justice and security agencies. Each week, we will explore both general readings on topics from organization theory and specific readings (when available) that attempt to apply these ideas to justice and security organizations. The successful student will learn how to apply abstract ideas and theories of organization and administration to the day to day world of justice and security organizations.

Instruction will be a mix of lecture, discussion, and group projects. The class will require significant student interaction and participation. Students will be expected to contribute to and lead discussions and to work closely with one another in productive and thoughtful group projects both in and out of the classroom.

Course Requirements and Grading
A major component of the course is the group interaction among the students. Each class, students will be expected to have completed the reading assignment. Those who choose not to read or who are otherwise unable to complete the reading make it difficult for the group projects to thrive and function as intended.

Students will prepare a 20-30 page case study examining at least four of the topical areas covered in class to a public or private justice or security organization. Topics will be approved mid-way through the semester, with the final paper due at the end of the term. Students will use references to at least five scholarly, peer-reviewed publications that are not contained in the reading list for this class (50 % of final grade).

Students must come to class having read the day’s material and prepared to participate in class discussion. Throughout the term students will take responsibility for leading class discussion (20 % of final grade).

About two-thirds of the way through the course, students will take an examination on all course material covered up to that point (30% of final grade).

Assigned Texts/Readings

Texts


**Readings**


Rutgers University Press.


**Outline of Topics**

- Week 1: Introduction
- Week 2: Mission / Goals
- Week 3: Structure
- Week 4: Leadership
- Week 5: Management
- Week 6: Supervision
- Week 7: Culture
- Week 8: Power and Politics
- Week 9: Environment
- Week 10: Technology
- Week 11: History / Tradition
- Week 12: Interagency Perspectives / Networks
- Week 13: Prospects for Change
- Week 14: Overview

**Honor Code**

I believe very strongly in the principle of academic integrity, and I will simply not accept ANY violations of the University Honor Code in my class. The Honor Code contains provisions on cheating, lying, plagiarizing, and stealing. If I witness any violations of the Honor Code, I will follow the standard reporting procedures as outlined in the most recent edition of the George Mason University Catalog.

I am operating on the assumption that you have read the Honor Code. If you have not, please do so immediately.

**Catalog Description**

**JLCP 740/PUAD 790 Justice Organization and Administration (3:3:0).** Examines the organization and administration of justice and security organizations. Covers organization theory and behavior as applied to justice and security organizations.