

College of Criminal Justice and Security

Bachelor of Science in Criminal Justice Administration with a Concentration in Management

The mission of the Bachelor of Science in Criminal Justice Administration is to provide students with a strong foundation in criminal justice principles, concepts, and theories, as well as a practice orientation to justice administration. The degree offers a global perspective, as well as specific concentration areas of criminal justice services delivery. Students will receive core instruction in criminal justice as it is represented in the domains of the police, the courts, and corrections and then advance to concentrations related to specific areas of criminal justice within those domains.

The BSCJA Management concentration is designed to give learners a depth of understanding concerning the management and administrative skills necessary to effectively run organizations in the various domains of the criminal justice system. The courses included in this degree concentration focus primarily on the management and administration skill sets associated with the police, the courts, and with corrections. The theories and principles behind criminal justice are also examined. Students learn about policies and procedures associated with management functions, as well as many administrative practices and factors impacting criminal justice agency operations. This will not only provide insight into the nature and operations of these departments but also establish a methodology to maintain and evaluate organizational operations from an administrative viewpoint.

This undergraduate degree program includes 45 credits in the required course of study and 15 credits in the concentration. Some courses have prerequisites. In addition, students must satisfy general education and elective requirements to meet the

120-credit minimum including a minimum of 45 upper-division credits required for completion of the degree. At the time of enrollment, students must choose a concentration.

Note: The diploma awarded for this programs will read as: Bachelor of Science in Criminal Justice Administration and will not reflect the concentration. Concentrations are reflected on the transcript only.

Criminal Justice Foundation

GEN 200 Foundations for General Education and Professional Success

This general education course is designed to introduce the intentional learner to communication, collaboration, information utilization, critical thinking, problem solving and professional competence and values. The course uses an interdisciplinary approach for the learner to develop personal, academic strategies in order to reach desired goals and achieve academic success. (3 credits)

CJA 204 Introduction to Criminal Justice

This course is an introductory overview of the organization and jurisdictions of local, state, and federal law enforcement, judicial and corrections agencies, and processes involved in the criminal justice systems. It examines the historical aspects of the police, the courts, and the correctional system, as well as the philosophy. Career opportunities, qualifying requirements, terminology and constitutional limitations of the system will also be covered. (3 credits) Prerequisite: GEN 200

The U.S. Department of Education requires the University to provide the following information about each of our programs that lead to gainful employment in a recognized profession.

77% of students who completed this program during the most recent federal award year did so within normal time.¹

Related occupations²

First-Line Supervisors of Police and Detectives #33-1012.00

First-Line Supervisors of Correctional Officers #33-1011.00

Correctional Officers and Jailers #33-3051.00

Police and Sheriff's Patrol Officers #33-3052.00

Transit and Railroad Police #33-3021.00

Detectives and Criminal Investigators #33-3031.00

Fish and Game Wardens #33-9093.00

Transportation Security Screeners #33-3041.00

Program costs³

Tuition and fees \$33,800 to \$74,575

Includes cost per credit, application fee, and fees for resources (books/eResources) for students completing the program in normal time.

Median graduate debt⁴

Federal \$33,663

Private \$0

Institutional \$0

¹ The on-time completion rate identifies the percentage of students completing this program during the most recent federal award year who completed it within "normal time." The term "normal time" means the length of time it would take a student to complete this program if the student is continuously enrolled, takes one course at a time, and successfully completes each attempted course. Students enrolled in this degree program are typically nontraditional students. Students may exceed "normal time" for a variety of reasons, including, but not limited to, internships, practicums, clinical rotations, student teaching or administrator experiences required for licensure.

² Graduates of this program will be educationally qualified to enter the occupations listed. Visit onetonline.org for job descriptions.

³ The range provided represents the sum of tuition and typical fees required to complete the program within normal time, based on the University's 2011/2012 tuition levels. The actual costs that will be incurred by a particular student to complete this program will depend upon factors specific to that student. Tuition rates for this program may vary due to factors such as: (i) geographic location of the student; (ii) modality of coursework; (iii) military service; and (iv) future changes in tuition rates. The number of credits required for a particular student to complete the program will be dependent upon various factors, including: (i) transfer credits available; (ii) repeated coursework; and (iii) completion of additional specializations within this program. Please contact an Enrollment Advisor for additional information.

⁴ The figure represents the median amount of debt incurred by students who completed the program during the relevant federal award year. The actual amount of debt a particular student will incur to complete this program is dependent on various factors specific to the student. Please contact an Enrollment Advisor for additional information.

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CJA 214 Introduction to Police Theory and Practices

This course is an introductory overview that provides students with the opportunity to gain an understanding of policing in the United States. It surveys the basics of police functions, from individual and organizational roles to the issues faced on a daily basis. This course also examines the procedures and methods of police operations and investigates critical issues in law enforcement. (3 credits) Prerequisite: GEN 200

CJA 224 Introduction to Criminal Court Systems

This course is an introduction and overview of the legal system, the participants, the courtroom process, and the post-conviction process of the court system. It demonstrates the connection among all participants and their relationships. Additionally, the course covers the history of the court system and the different types of state and federal courts. (3 credits) Prerequisite: GEN 200

CJA 234 Introduction to Corrections

This course is an introduction to the various components of the corrections system within the criminal justice system. It provides an overview of corrections, including corrections history and the persons, agencies, and organizations that manage convicted offenders. Other topics include policy and procedure, sentencing, probation, and the rehabilitations of prisoners. (3 credits) Prerequisite: GEN 200

CJA 304 Interpersonal Communications

This course prepares the student to communicate effectively in both written and verbal form. It covers best practices in investigative reporting and interpersonal verbal communication with victims, suspects, and civilians in a criminal justice setting. Emphasis is placed on practical application of the skills and theories introduced. (3 credits) Prerequisites: GEN 200, COMM 215, MTH 209, CJA 204, CJA 214, CJA 224, and CJA 234

CJA 314 Criminology

Criminology is an introductory course in the study of crime and criminal behavior, focusing on the various theories of crime causation. This course highlights the causes of crime, criminal behavior systems, societal reaction to crime, and criminological methods of inquiry. (3 credits) Prerequisite: CJA 304

CJA 324 Ethics in Criminal Justice

This course explores the standards and codes of professional responsibility in criminal justice professions (e.g., Law Enforcement Code of Ethics, ABA Standards of Professional Responsibility, American Jail Association Code of Ethics for Jail Officers, and the American Correctional Association Code of Ethics). It also explores the analysis and evaluation of ethical dilemmas, the roles of professional organizations and agencies, ethics and community relations, ethics in criminal justice laws and procedures and civil liability in law enforcement and correctional environments. (3 credits) Prerequisite: CJA 304

CJA 334 Research Methods in Criminal Justice

Students learn and demonstrate knowledge of research methodology within the criminal justice system and become acquainted with the range and scope of the quantitative and qualitative tools available to the criminal justice researcher. (3 credits) Prerequisites: CJA 304 and CJA 324

CJA 344 Cultural Diversity in Criminal Justice

This course offers a comprehensive, critical and balanced examination of the issues of crime and justice with respect to race and ethnicity. Procedures and policy in a pluralistic and multicultural society are examined in relation to law enforcement, courts and corrections environments. (3 credits) Prerequisites: CJA 304 and CJA 324

CJA 354 Criminal Law

This is an introductory course in the study of criminal law, general legal principles, and how criminal law functions in and affects modern society. This course highlights a variety of key topics, including the concept of crime and the development of criminal law, defenses to criminal charges, and a number of specific types of crimes, including personal crimes, property crimes, public order crimes, and offenses against public morality. This course discusses legal issues affecting punishment and ways that criminal law impacts victims of crime. (3 credits) Prerequisites: CJA 304, CJA 314, and CJA 324

CJA 364 Criminal Procedure

This course explores the basic core knowledge of constitutional criminal procedure. Emphasis is placed on the Fourth, Fifth and Sixth Amendments, searches and seizures, interrogations and confessions, identifications, pre-trial and trial processes. In addition, this course examines the United States Constitution as interpreted by the U.S. Supreme Court along with philosophical policy considerations. Application of core knowledge is developed through simulation exercises and the examination of homeland security issues. (3 credits) Prerequisites: CJA 304, CJA 314, and CJA 324

CJA 374 Juvenile Justice Systems and Processes

This course is a general orientation to the field of juvenile justice, including causation theories and the development of system responses to delinquent behavior. The problems facing juveniles today are addressed, and adult and juvenile justice systems are compared, including initial apprehension, referral, and preventive techniques. Specific issues examined include chemical dependency, mental illness, and compulsive and habitual offenders. Special attention is given to the problems inherent in police handling of juveniles and the function of juvenile courts. (3 credits) Prerequisites: CJA 304, CJA 314, and CJA 324

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CJA 384 Criminal Organizations

This course is a survey of the origins and development of organized crime in the United States. It examines the structure and activities of organized criminal enterprises, considers different models that have been employed to describe organized crime groups, and explores theories that have been advanced to explain the phenomenon. Major investigations of organized crime and legal strategies that have been developed to combat it are also considered. (3 credits) Prerequisites: CJA 304, CJA 314, and CJA 324

CJA 394 Contemporary Issues and Futures in Criminal Justice

This course examines both the principal issues in contemporary criminal justice and the extrapolation of these issues toward the possible future of the criminal justice field. Students will focus upon relevant research in policing, courts, and corrections that reflect key elements of current conditions and what may be expected in the future. Students will critically review and discuss these concepts to develop a comprehensive understanding of the local, state, national, and global levels of criminal justice administration. (3 credits) Prerequisites: CJA 304, CJA 314, CJA 324, and CJA 334

Management Concentration

CJA 444 Organizational Behavior and Management

This course in organizational behavior encompasses the study of individual and group behavior as it applies to criminal justice organizations — court systems, law enforcement, and corrections. Managing organizational behavior challenges individuals to understand organizational structure and systems, leadership, motivation, effective communication, change management, and performance systems. A comprehensive review of these processes and others will allow students to examine their roles in rapidly-changing criminal justice systems. (3 credits) Prerequisites: CJA 304, CJA 314, CJA 324, CJA 334, CJA 344, CJA 354, CJA 364, CJA 374, CJA 384, and CJA 394

CJA 454 Criminal Justice Management Theory and Practice

This course applies management and financial principles to criminal justice organizations. Emphasis is placed on budgets, financial accounting principles and assessing the effectiveness of the activities of criminal justice organizations. The course discusses constitutional requirements, court decisions, and legislation (such as EEOC requirements) as they impact management in criminal justice organizations. Basic accounting and financial terminology, and the purposes and formats of financial statements are introduced.

The course covers depreciation of assets, capital budgeting, cash management, lease versus purchase, and inventory management. (3 credits) Prerequisites: CJA 304, CJA 314, CJA 324, CJA 334, CJA 344, CJA 354, CJA 364, CJA 374, CJA 384, and CJA 394

CJA 464 Criminal Justice Policy Analysis

This course examines the history of federal- and state-level crime control initiatives and explores the development of effective anti-crime policies. The course includes the analysis of contemporary crime control policies. (3 credits) Prerequisites: CJA 304, CJA 314, CJA 324, CJA 334, CJA 344, CJA 354, CJA 364, CJA 374, CJA 384, and CJA 394

CJA 474 Managing Criminal Justice Personnel

This course is a survey of important personnel issues inherent to organizations and, especially, to criminal justice organizations. Problems, procedures and solutions to common personnel issues will be explored. (3 credits) Prerequisites: CJA 304, CJA 314, CJA 324, CJA 334, CJA 344, CJA 354, CJA 364, CJA 374, CJA 384, and CJA 394

CJA 484 Criminal Justice Administration Capstone

This capstone course for the criminal justice administration undergraduate degree program provides an integration of theory and practical applications. Particular attention is given to integrating the core content of criminal justice administration with specialized content from students' selected concentration areas. Students will assess the impact of their educational experiences on their professional competence and values, critical thinking and problem solving, communication, proficiency in information utilization, and collaboration skills. (3 credits) Prerequisites: CJA 444, CJA 454, CJA 464, and CJA 474