

Course: AJ 170 Division: 50 Also Listed As:

Term Effective: 201070, INACTIVE COURSE

Short Title: INTRO TO CORR ADM

Full Title: Introduction to Correctional Administration

<u>Contact Hours/Week</u>	<u>Units</u>	<u>Number of Weeks</u>	<u>Total Contact Hours</u>
Lecture: 3	3	17.34	Lecture: 52.02
Lab: 0			Lab: 0
Other: 0			Other: 0
Total: 3			Total: 52.02

Credit Status: D - Credit - Degree Applicable

Grading Modes: L - Standard Letter Grade

Repeatability: Repeatability: N - Course may not be repeated

Schedule Types: 02 - Lecture and/or discussion

Course Description:

A survey of the field of correctional science. Historical development, current concepts and practice; explanations of criminal behavior; functions and objectives of the criminal justice system concerned with institutional, probation, and parole processes as they modify the offender's behavior; survey of professional career opportunities in public and private agencies.
 ADVISORY: Eligible for English 250 and English 260.

ARTICULATION and CERTIFICATE INFORMATION

Associate Degree:

CSU GE:

IGETC:

CSU TRANSFER:

Transferable CSU, effective 199370

UC TRANSFER:

Not Transferable

PREREQUISITES:

COREQUISITES:

STUDENT LEARNING OUTCOMES:

1. Analyze a conceptual overview of the processes used in institutional rehabilitation.
2. Apply in-depth correctional ideologies.
3. Design correctional institutional models.
4. Acquire skills necessary to work independently and successfully complete all assignments.

TOPICS AND SCOPE:

Inactive Course: 05/10/2010

Curriculum Approval Date: 11/12/1992

1 3 Introduction

A. Course Parameters

B. Course Objectives

C. Periodical Literature Report Assignment

2 3 Prisons and Correctional Institutions

A. Development of Prisons in the United States

B. Types of Institutions

C. The Prison Population

D. Periodical Literature Report Assignment

3 3 Prisons and Correctional Institutions Continues

A. Institutional Objectives

B. Organization and Administration

C. Women Prisons

D. Coeducational Prisons

E. Organization within Prison Systems

F. Industries and Prisoner Employment

G. Inmate Self-Government

H. Processing Prisoners, or Case Management

I. Library Law Research

4/5 6 Institutional Procedures - Custody

A. Function of Custody

B. Physical Plant

C. Count Procedures

D. Control of the Yard and the Institution

E. Searches and shakedowns

F. Tool and Key Control

G. Supervision of Work Assignments

H. Property Control

I. Visiting and Correspondence

J. Rules and Regulations

K. Disciplinary Procedures

- L. Reduction of Custody
- M. Escapes
- N. Riots and Disturbances
- O. Miscellaneous Custodial Tasks
- P. The Treatment Function of Custody
- Q. Library Law Research
- 6/7 6 Institutional Procedures - Treatment
 - A. Classification
 - B. Mutual Agreement Programming
 - C. Education
 - D. Religion
 - E. Counseling, Casework, and Clinical Services
 - F. Group Methods
 - G. Recreation
 - H. Library
 - I. Medical and Dental Care
 - J. Behavior Modification
 - K. Treatment and the Law
 - L. Prison as a Therapeutic community
 - M. Impact of the "Justice Model"
 - N. Case Problem Assignment
- 8 3 The Effects of Institutional Life
 - A. The Institutionalized Personality
 - B. Prisoners' Attitudes and Values
 - C. Inmate Store and Prison Barter
 - D. The Informal Social Control
 - E. Prisoners' Unions
 - F. Conjugal and Family Visiting
 - G. Other Inmate Activities
 - H. Results of Institutionalization
 - I. Case Problem Assignment
- 9 3 Community-Based Corrections
 - A. Community Services
 - B. Halfway Houses
 - C. Parole Clinics
 - D. Work Release
 - E. Study Release
 - F. Vocational Rehabilitation
 - G. New Careers
 - H. Housing and Urban Development
 - I. Migrants
 - J. Problems in Community-Based Corrections
 - K. Making Community-Based Corrections Work
 - L. Law Project Assignment
- 10/11 6 Special Areas in Corrections
 - A. Political Offenders
 - B. The Alcoholic
 - C. The Narcotic Addict and Dealer
 - D. The Criminal Sexual Psychopath
 - E. Criminally Insane
 - F. The Defective Delinquent
 - G. Military Corrections
 - H. The Female Offender
 - I. The Victim
 - J. International Corrections

K. Law Projects Assignment/Term paper Assignment

12 3 Parole and Other Release Procedures

- A. Selection for Parole
- B. Decentralization and Hearing Examiners
- C. Prerelease Programs
- D. Supervision of Parolees
- E. Mandatory Conditional Release
- F. Combined Probation and Parole Services
- G. The Move to Abolish Parole
- H. Pardons
- I. Term paper assignment

13 3 Treatment Approaches in Corrections

- A. The Traditional Correctional Program
- B. Social Work
- C. Psychological Approaches
- D. Psychiatric and Psychoanalytic Approaches
- E. Group Methods
- F. Reality Therapy
- G. Role-Playing, Psychodrama, and Sociometrics
- H. Family Therapy
- I. Self-Help Groups
- J. Moral Reeducation and Religious Approaches
- K. Medical Approaches

L. Counseling

M. Term paper assignment

14 3 Juvenile Corrections

- A. The Juvenile Court
- B. Procedure
- C. Juvenile Training Schools
- D. Detention
- E. Community Programs
- F. Aftercare Programs
- G. Status Offenses
- H. Youthful Offender Programs
- I. Term paper assignment

15 3 Private Corrections

- A. Religious Groups
- B. John Howard Societies
- C. Prisoners' Aid and State Societies
- D. National Societies
- E. Ex-Offender Groups
- F. Legal Aid Societies
- G. The American Civil Liberties Union
- H. Volunteers
- I. Specialized Voluntary Organizations
- J. Private Juvenile Training Schools
- K. Private Contractors
- L. Term paper assignment

16 3 Correctional Administration

- A. Objectives
- B. Implementation
- C. Supervision of the Correctional process
- D. Protecting the Administration from Litigation
- E. The Budget Process
- F. Improving the Program

- G. Changing Programs
- H. Correctional Employees' Unions
- I. The Administrative Code
- J. Sources of Funds
- K. Interstate Compacts
- L. Public Relations
- M. Judicial case assignment
- 17 3 The Future of Corrections
- A. Institutions; Community-Based Corrections; Probation; Parole; Education and Personnel; Research, Computers, and Technology; Evaluation; Accreditation; A Therapeutic System of Criminal
- 18 2 COURSE REVIEW, FINAL EXAM

NOTE:

This course addresses corrections and the role of institutionalization in the disposition of criminal cases.

ASSIGNMENTS:

Each week the student will read assigned chapters and complete appropriate assignments to meet the one-to-two lecture out-of-class standard.

College Level Critical Thinking Tasks/Assignments:

1. Learn vocabulary and study skills by studying a text and supplemental resource materials which are certified as college level.
2. Develop skills in writing as a result of the analysis of client case histories.
3. Develop a rationale for treatments based upon deductive assessment of client cases.
4. Test analytic skills gained by completing essay and objective examinations required time responses.
5. Do client case analysis and independent investigation of options to determine effective methods of institutional experiences for the criminal.

COURSE OBJECTIVES:

Goal 1: The student will understand the concept of the "correctional cycle."

Objective a: The student will demonstrate, through discussion, a knowledge of employment positions available in in corrections at the federal, state and local levels which will include both institutional and community positions.

Objective b: The student will demonstrate a knowledge of the duties and responsibilities for the positions described in objective a.

Objective c: The student will identify the educational, medical and agility qualifications for the employment positions in Objective a.

Objective d: The student will state the purpose for the employment interview and demonstrate a knowledge of important points to be used in preparation for an employment evaluation.

Objective e: The student will identify five (5) attributes the correctional worker would possess as stated in the C.P.P.C.A.'s "Personal Qualifications of the Practitioner in the field."

Goal 2: The student will develop an understanding of basic definitions and statistical information relating to corrections.

Objective a: The student will recite the California Penal Code definition of a crime.

Objective b: The student will identify two (2) major sources of statistical information.

Objective c: The student will identify and provide an example of three (3) crime reportability factors.

Goal 3: The student will develop a basic understanding regarding the classification of "criminals."

Objective a: The student will define or make at least two (2) major points regarding the two (2) schools of criminology and "criminal" classification discussed in class.

Objective b: The student will be able to demonstrate, through discussion, a knowledge of offender registration sections and the rationale for these sections.

Objective c: In class, through discussion, the student will demonstrate a knowledge of narcotic terminology, treatment programs and anti-narcotic testing along with the rationale for such programs.

Goal 4: The student will acquire a basic understanding of law enforcement.

Objective a: In class, the student will discuss duties and responsibilities of law enforcement and demonstrate knowledge of the need for law enforcement and corrections cooperation.

Objective b: The student, in class, will demonstrate a knowledge of classification considerations and booking-intake policies for adult and juvenile local detention facilities.

Objective c: The student will display a knowledge of the importance of cooperation between "custody" and "field" personnel.

Goal 6: The student will acquire an understanding of the court system.

Objective a: In class the student will demonstrate, through discussion, a superficial knowledge of the adult court components from complaint to final deposition.

Goal 7: The student will gain a basic understanding of a probation Department.

Objective a: The student will identify the various divisions and institutions within the Kern County Probation Department.

Objective b: The student will trace a brief history of probation from beginning to present.

Objective c: The student will identify several conditions of probation and know the rationale for such conditions.

Objective d: The student will define probation as a sentence, organization and process.

Goal 8: The student will gain a fundamental knowledge of state institutions.

Objective a: The student will relate the purpose of a reception center.

Objective b: The student will identify basic custody levels.

Objective c: The student will identify various inmate programs i.e. academic, vocational, social education.

Objective d: The student will identify the purpose of a pre-release program.

Goal 9: The student will gain a fundamental knowledge of a parole department or division.

Objective a: The student, through discussion in class, will demonstrate his/her knowledge of the development of parole including its purpose(s).

Objective b: In class, the student will demonstrate his/her knowledge of the organization of a "typical" probation division.

Objective c: The student will identify qualifications and duties of "parole boards."

Objective d: The student will identify the scope of ^uPenal Code^s Section 3056.

Objective e: The student will identify purposes and conditions of parole.

METHODS OF INSTRUCTION:

Lecture, video, guest speakers, class tours, filmstrips, slides, audio tapes and possible community placement. Instruction in concepts and techniques, worksheets and handouts, review and discussion of prior assignments, discussion of current assignments, practice exercises, student oral reports, note taking, workbook completion, research reports and periodical literature report.

REPRESENTATIVE TEXTBOOKS:

Required text: Fox, Vernon ^uCorrectional Administration^s, Prentice-Hall, current edition.

Reading Level:

Determined to be 13th grade by J. Hansell

OTHER MATERIALS REQUIRED TO BE PURCHASED BY THE STUDENT: none

SUPPLEMENTAL DATA:

Basic Skills: N

Classification: I

Noncredit Category: Y

Cooperative Education:

Program Status: 1 Program Applicable

Special Class Status: N

CAN:

CAN Sequence:

CSU Crosswalk Course Department: AJ

CSU Crosswalk Course Number: 170

Prior to College Level: Y

Non Credit Enhanced Funding: N

Funding Agency Code: Y

In-Service: Y

Occupational Course: B

Maximum Hours:

Minimum Hours:

Course Control Number: CCC000122289

Sports/Physical Education Course: N

Taxonomy of Program: 210510