Syllabus
Security and Management (online)
SCST 5338
Spring 2018
Security Studies Department
College of Criminal Justice
Sam Houston State University

Instructor: Assistant Professor Russell Lundberg
Class hours: online
Office: C-109
Office Hours: <u>By appointment (see below)</u>
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Course Description
In addition to the academic and theoretical concerns of homeland security, there are practical concerns with managing a security operation. Managing security has particular challenges in balancing risks that are common, rare, and which have never occurred and in identifying the best measures to minimize the risks. Identifying performance targets can be a particular concern, either defending value in a for-profit enterprise or pursuing multi-attribute goals in government security. The course will involve consideration of: threats and legal context; security functions; issues of particular sectors; and management, including leadership, recruitment and selection, scheduling, budgeting, and continuity planning; and the international and future perspectives. While most of the course will be relevant to security in the private sector, additional emphasis on management concerns in homeland security will be explored.

Course Textbook
1. Johnson, B.R., and P.J. Ortmeier (2018) Introduction to Security Operations and Management, 5th Edition. Hoboken: Pearson. [J&O]

Additional readings will be made available online.

Office Hours
Given the online, asynchronous nature of this class, the professor has no particular office hours. However, the professor will attempt to be available for reasonable requests for synchronous meetings (either Skype or other media) and will attempt to respond to any emails within 24 hours. Professors get into teaching because they are interested in having their students succeed, and I encourage you to reach out to me with any questions, comments, or interesting ideas that you have during the course of the class.

Course Skill Development Goals
Essential Goals
1. "Learning to apply course material (to improve thinking, problem solving and decisions)" to critical Infrastructure protection activities in the homeland security enterprise.
2. "Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to" security management as part of the homeland security enterprise.

Important Goals:
1. "Acquiring skills in working with others as a member of a team" by participating in online discussions with classmates, and presenting to instructor and classmates.
2. "Learning to analyze and critically evaluate ideas, arguments, and points of view" by participating in online discussions on course readings and the course research paper assignment.
3. "Developing skill in expressing oneself orally and in writing." It is important to be able to communicate the concepts of critical infrastructure to practitioners, skills that we will develop through written memos.

Substantive Course Goals
The substantive goals of this course are to familiarize students with the practical issues relating to the management of security in the private and public sectors. Students will learn to apply the range of functions that security needs to consider including physical, personnel, and information security. This involves consideration of the assets, facilities, and sector under control, with particular sectors involving particular threats and particular responsibilities. Students will learn to apply the basics of managing personnel, budgeting, assessing risk, and conducting security surveys. Additionally, students will continue to develop their communication skills in memo writing format.

Academic Honesty Policies
Students will be held to the highest standards of academic honesty. Students should review the academic honesty policies of Sam Houston State University available here
http://www.shsu.edu/dept/academic-affairs/faculty-handbook/academic_dishonesty.html and should expect enforcement in accordance with the highest standards of those policies. Academic dishonesty includes not only direct copying of the text of others but many ways of excessively relying on the thoughts of others without adding thought of your own; see
http://turnitin.com/assets/en_us/media/plagiarism_spectrum.php for different types of academic dishonesty. The instructor reserves the right to check papers against a national anti-plagiarism database. Academic dishonesty can result in punishment ranging from failing the assignment to failing the class to expulsion from the program.

Course Expectations: Netiquette
Good netiquette is particularly important in an online course. Students are expected to actively post content in the virtual space. In text citations are where appropriate are necessary.

Opportunity for Course Feedback at Mid-point
The instructor will provide regular feedback to students via discussion boards, email, and office hours. The instructor also welcomes and appreciates feedback on the course design. Given this is the inaugural class in a new program, student feedback will be critical to the improvement of future iterations of the course. Students should feel free to email the instructor on any issue they think could be improved.

Religious Holidays
Accommodations will be made to students for religious holidays and the associated travel needed for them in accordance with Texas state law and the policies of Sam Houston State University. If students have any questions or concerns they should not hesitate to contact the instructor via email.

Disabilities
Any student seeking reasonable accommodation for a disability in accordance with federal, state, local law and policy of Sam Houston State University must contact Offices of Students with Disabilities located in the Counseling Center. http://www.shsu.edu/dept/disability/
After contacting this office students should feel free and comfortable contacting the instructor about any disability issue so that reasonable accommodations can be made.

Assignment Overview
1. Weekly discussions (30 points)
2. Five memos (50 points)
3. Group presentation (20 points)

Assignment Details
1. **Weekly discussions:** Students will be required to engage in discussion about the materials each week as they would in a classroom setting. You will be required to discuss the topic involved in the readings. Summarizing the materials in the reading is not enough; engaging the materials critically is important. This may mean considering how the materials fits into the bigger picture of security and/or the homeland security enterprise, focusing in on a particular point of the readings and considering it in greater detail, or identifying a specific example that illustrates a point in the reading. Students should also engage in conversation with others and not just post in isolation.
2. **Memos:** Students will be required to consider and apply the materials in five assignments. These will be presented in a memo format (one of the first readings will describe what I am expect in your memo writing). There will be specific prompts for these memos that you will need to address. These will be graded primarily on the content of the memos but also on the style of the writing.
3. **Group presentation:** Students will work together in groups to present on an aspect of DHS. While the homeland security enterprise is larger than just DHS, DHS is the central government organization so it is important to understand its components. The instructor will select each group and assign each a component of DHS. Each group will be responsible for presenting on that group in an audio-visual format. More details on the presentation will be given on Blackboard. In addition to creating your own presentation, each student will be required to watch all of the other presentations as well.

Class Hours
The class is presented on a standard weekly schedule, with one week of readings, lectures, and assignments per week. A week's content will begin on Sunday, with all lectures and materials posted early in the morning, and will end on Sunday. This will allow students with full time employment a full week to consider the material, from weekend to weekend, with one day of overlap. All assignments, readings, and discussions must be completed by midnight Sunday of the week they are assigned.

Weekly Schedule

	Date	Subject	Readings	Assignments
0	By 1/21	**Intro to Class**	• Ch. 1 • Memo on Memos	Discussion Board
1	By 1/28	**Threats** **Legal and Regulatory**	• Ch. 2, Ch. 3	Discussion Board
2	By 2/4	**Physical Security**	• Ch. 4	Discussion Board Memo 1
3	By 2/11	**Personnel Security**	• Ch. 5	Discussion Board
4	By 2/18	**Information Security**	• Ch. 6	Discussion Board
5	By 2/25	**Institutional Security**	• Ch. 7	Discussion Board Memo 2
6	By 3/4	**Commercial, Office, and Residential Security**	• Ch. 8	Discussion Board
7	By 3/11	**Homeland Security**	• Ch. 9	Discussion Board Memo 3
			• Spring Break	
8	By 3/25	**Homeland Security Bureaucracy**	• Kettl, D. F. (2013). *System under stress: Homeland security and American politics*. Sage.	Discussion Board
9	By 4/1	**DHS Now**	• Three Gerstein articles (on Blackboard)	Discussion Board Group presentation
10	By 4/8	**Management, Leadership, and Ethics**	• Ch. 10 • Excerpt from Wilson, J. Q. (1989). Bureaucracy: What government agencies do and why they do it.	Discussion Board
11	By 4/15	**Managing People and Organizations**	• Ch. 11 • GAO 2017 • DHS Annual Performance Review	Discussion Board
12	By 4/22	**Risk Assessment, Security Surveys, and Continuity Planning**	• Ch. 12	Discussion Board Memo 4
13	By 4/29	**International Perspective**	• Ch. 13	Discussion Board
14	By 5/6	**The Future**	• Ch. 14	Discussion Board
15	By 5/9	**Finals Week**		Memo 5