


Course	SECR 5000 Security Management
Term	Spring 2 2008
Instructor	Name: P.J. Ortmeier, Ph.D. Phone: 619-644-7306 Email: Pj.ortmeier@gcccd.edu
Catalog Description	This course is an overview of principles and issues in business and organizational security management. Students examine the challenges embodied in various aspects of security such as personnel, facility, and information. Principles of loss prevention and the protection of assets are examined. Students employ the use of situational analyses, case studies, and other research-oriented approaches.
Prerequisites	There are no prerequisites for this course.
Course Level Learning Outcomes	<p>The following is a list of the basic objectives for the course.</p> <ol style="list-style-type: none"> a. The students must know and understand the important terminology, facts, concepts, principles, and theories used in the field of Business and Organizational Security Management. b. The student must be able to understand and demonstrate the relationship between security methods and needs as they relate to private, government and military organizations and businesses. c. The students must have an understanding of how people, information, facilities and materials can all represent challenges and threats to security and apply this knowledge to their current role. d. The student must be able to apply research-oriented approaches, case studies and the use of situational analyses as appropriate in the study of security management situations. e. The student must be able to demonstrate the ability to properly write, prepare and submit a logically organized writing project. This writing effort must demonstrate the ability to communicate, in writing, at the graduate level.
Performance Objectives	<p>Upon completion of this course, the student will be able to</p> <ol style="list-style-type: none"> a. explain the historical, philosophical, and legal basis for security services. b. describe and critically evaluate the role of security in a modern society, as well as its role in domestic as well as international business enterprises. c. identify and synthesize common elements of loss prevention as applied to general and specific safety and security problems. d. explain the variety of management issues and challenges which face the modern security management executive. e. identify and investigate career streams and opportunities in security management.

	<ul style="list-style-type: none"> f. display an understanding of the nature and breath of the field of security management as evidenced by an analysis of samples of the field's relevant literature. g. display professionalism and maintain an ethical standard in the security profession. h. conduct a basic security survey/risk analysis. i. prepare a loss prevention/security program plan based on the results of a security survey/risk analysis. j. evaluate the contribution effective security management makes to the goals of an organization. k. conduct research utilizing the Internet and Webster University's on-line services, including PASSPORTS, the Writing Center, the Turn-it-in Plagiarism Database, and E-Reserves (http://ereserves.webster.edu).
Textbooks	<p>Ortmeier, P.J. (2009). <u>Introduction to Security: Operations and Management</u> (3rd ed.). Upper Saddle River, NJ: Pearson Prentice Hall. ISBN 0-13-512927-3</p> <div style="display: flex; align-items: flex-start;">  <div style="border: 1px solid #ccc; padding: 5px; width: 600px;"> <p>Security Management: an Introduction</p> <p>Author: Ortmeier</p> <p>Edition: 3RD 08</p> <p>ISBN: 0-13-512927-3</p> <p>Publisher: Prentice Hall, Inc.</p> </div> </div> <p>Supplemental Readings: <u>ASIS International Protection of Assets Manual</u>, and readings, articles, handouts as assigned.</p>
Grading	<ul style="list-style-type: none"> A. Research Project/Writing Requirement <ul style="list-style-type: none"> 1.) Content = 100 points 2.) Form (grammar, spelling, structure, logical format) = 100 points <p style="text-align: center;">Total 200 points</p> B. Midterm Examination = 100 points C. Final Examination = 100 points (Note: Midterm and Final are essay examinations.) D. Class Participation = 50 points (Note: Points will be deducted for any absence.) E. Oral Presentation = 50 points F. Extra Credit = 15 points max <p>Extra credit: Up to 15 points (5 points for each item) toward the final grade may be awarded to students who identify, summarize in writing (copy of news article is sufficient), and share in class, information regarding current events or information associated with the security management. Be sure to cite your source. Extra credit option not available after week #7.</p>

	<p><u>Your Points:</u></p> <p>Research Project/Writing Requirement _____</p> <p>Midterm Exam _____</p> <p>Final Exam _____</p> <p>Class Participation _____</p> <p>Oral Presentation _____</p> <p>Extra Credit _____</p> <p>Your Total Points _____</p> <p><u>Grading Scale:</u></p> <p>A = 480 points</p> <p>A- = 460 points</p> <p>B+ = 440 points</p> <p>B = 420 points</p> <p>B- = 400 points</p> <p>C = 380 points</p> <p>F = below 380 points</p>
Activities	<p>Research Project/Writing Requirement</p> <p>Follow the steps below for the Research Project and Required Writing component.</p> <p>For the writing assignment, use APA style, appropriately citing at least five non-Internet references in the text and bibliography of the report. Information regarding downloadable APA style software (Reference Point and APA Stylehelper 5) is available in the Center office.</p> <p>Access the library through PASSPORTS at http://library.webster.edu.</p> <p>Access the Writing Center at http://www.webster.edu/acadaffairs/asp/wc/online.html.</p> <p>Access the Turn-it-in Plagiarism Database at http://library.webster.edu/turnitin.html.</p> <ol style="list-style-type: none"> 1. Identify a small business or government agency that is amenable to an on-site risk analysis/security survey conducted by a student. 2. Obtain permission from the owner (or responsible person in charge) for the on-site survey. 3. Utilizing the security survey instrument (checklist) in Appendix B of the text, conduct the on-site survey to identify safety and security hazards and deficiencies. 4. Analyze the hazards/deficiencies and recommend corrective action for each (i.e., policy change, addition of security personnel, improved physical security). Conduct research utilizing traditional as well as Internet sources to collect information in support of your recommendations.

	<p>5. Prepare an annual budget to cover the cost of your recommendations. Refer to Chapter 7, of the text for budget information and elements.</p> <p>6. Produce a written report on your case study. The report must include:</p> <ol style="list-style-type: none"> a. a cover page, with your full name, project title, course number and title, date, instructor. b. a description of the business. c. risks/needs/hazards/deficiencies identified. d. your recommendations. e. your first year's budget (one page). Include all elements of budget. <ul style="list-style-type: none"> Personnel Expenses Operating Expenses Supplies/ Materials Capital Expenditures Miscellaneous Expenses f. a bibliography (references cited), using APA style. g. the completed survey instrument. h. photos and other relevant material, if appropriate. <p>The report must be typewritten, double-spaced, in Times New Roman with 12-point font, and it must be free of spelling, grammatical, and mechanical errors.</p> <p>7. Verbally present your findings to the entire class. Presentations will be scheduled for the last two weeks of the term. Use of audio-visual materials (including PowerPoint) is encouraged. You are responsible for reserving special equipment for the presentation.</p> <p>8. Complete a peer and self-evaluation (form provided by instructor).</p>
<p>Policy Statements: University Policies</p>	<p>University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:</p> <p>Academic Honesty</p> <p>The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p>Drops and Withdrawals</p> <p>Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course</p>

	<p>with a partial refund.</p> <p>Special Services If you need accommodations for a disability, please let the instructor know at the beginning of the course so that they can be provided.</p> <p>Disturbances Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course</p> <p>Student Assignments Retained From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.</p> <p>Contact Hours for this Course It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled.</p>
<p>Course Policies</p>	<p>(Policies that are specific to the course itself and/or to the instructor).</p> <p>ATTENDANCE POLICY: "The University reserves the right to cancel a student's course enrollment if the student does not attend class the first or second week of the term/semester. Students are expected to attend all class sessions. In the case of unavoidable absence (e.g., medical reason, work related travel), the student must contact the instructor directly and immediately. The instructor may give warning to the student and then recommend that the student withdraw from the course. The student is subject to appropriate academic penalty for incomplete or other make-up work, or for excessive or unexcused absences. A student who misses two class meetings per course without a documented reason or (advance) permission from the instructor should withdraw from the course."</p> <p>Research Project Description: A ten-page (minimum) paper analyzing a publicly traded company producing a buy/sell recommendation. The first page will be an executive summary of the company, its industry and key financial statistics supporting your recommendation. The remaining pages will include significant details of the company and its industry, business model, future forecast and analysis using company financial information and ratios.</p>

	<p>Professor's recommendations: Select company to be researched by Week 2 and utilize textbook chapters, homework, business publications and Internet to determine pertinent analysis to be performed. Use Security and Exchange Commission's website www.sec.gov/cgi-bin/browse-edgar to retrieve company financial and industry information.</p> <p>Required use of PASSPORTS: Students are required to use Webster University's online library, PASSPORTS (http://library.webster.edu). PASSPORTS offers access to many scholarly and professional publications free of charge. Check with the Academic Advisor or visit the website for more information about what is available via PASSPORTS.</p> <p>Turn-it-in Plagiarism Database: Faculty encourages students to use Turn-it-In Plagiarism database and should include the password on the syllabus. (http://library.webster.edu/turnitin.html)</p> <p>Writing Assistance: All students are encouraged to submit their research papers to the Webster On-Line Writing Center for review and assistance. (http://www.webster.edu/acadaffairs/asp/wc/online.html)</p>
<p>Weekly Schedule</p>	<p>Week #1 Introduction - Orientation to the Course and Expectations Security's Role in Society The Business of Loss Prevention & Asset Protection Defining Security's Role/Types of Security Services: Foreign & Domestic History and Overview of Security Management Read Chapters 1 & 2 in text</p> <p>Week #2 Threats to Safety and Security Accidents Human Error Fire Natural & Environmental Disasters Civil Liability Substance Abuse Civil Disorder Crime Terrorism Read Chapters 3 & 4 in text.</p> <p>Week #3 Legal Aspects of Security Judicial Systems and Process Tort Law Contract Law Administrative Law Property Law Employment Law Criminal Law Laws of Arrest, Evidence, Search & Seizure Read Chapters 4 & 5 in text.</p>

	<p>Week #4 Security Operations: Essential Functions Physical Security: Structural, Electronic, and Human Protection Systems Personnel Security Through Leadership and Ethics Information and Computer Security Read Chapter 6</p> <p>Week #5 Midterm Exam (Chapters 1-6 of text and class discussions) Orientation to Course Project Safety and Security Surveys</p> <p>Week #6 Security Management Risk Management, Planning, and Program Administration The Security Survey and Planning CPTED The Administrative Process Organization, Staffing, Equipment, and Facilities Policies and Procedures Contract Services Read Chapters 7-9 in text.</p> <p>Week #7 Investigations Intelligence Operations Reporting Security Applications and Solutions Homeland Security: Terrorism and Domestic Threats Read Chapters 10-14 in text.</p> <p>Week #8 Security Issues Analysis: Project/Case Study Presentations (Students will verbally present projects in class. Project written reports are also due at this class session.)</p> <p>Week #9 Course Summary Review and discussion Final Exam (Chapters 7-14 of text) Course Project and Self-Evaluations</p>
<p>Additional Information</p>	<p>REQUIRED WRITING COMPONENT: Each student will be assigned a different management accounting topic. The student will be required to research the topic, prepare a 750-1050 word paper, and prepare a PowerPoint presentation. Cite sources to support your research and write in a coherent, organized fashion expected at the college level. APA format and style. Be sure to include at least five non-internet sources such as professional journals or papers. Include a bibliography. Be sure to use appropriate citations in the text. At the Week 7 meeting each student will orally present their topic by use of their PowerPoint presentation.</p> <p>REQUIRED USE OF PASSPORTS:</p>

Students are required to use Webster University's online library, PASSPORTS (<http://library.webster.edu>). PASSPORTS offers access to many scholarly and professional publications free of charge. Check with the Academic Advisor or visit the website for more information about what is available via PASSPORTS.

TURN-IT-IN PLAGIARISM DATABASE:

Faculty encourage students to use the Turn-it-In Plagiarism Database and should include the password on the syllabus. (<http://library.webster.edu/turnitin.html>)

WRITING ASSISTANCE:

All students are encouraged to submit their research papers to the Webster On-Line Writing Center for review and assistance. (<http://www.webster.edu/acadaffairs/asp/wc/online.html>)