

University of Arizona  
School of Public Administration and Policy  
Fall Semester 2008

**PA 336**  
**Court Administration and Management**

Tuesday/Thursday  
Optical Sciences 405  
Professor: Grace Yllana  
Office hours: Thursday 2:30 to 3:30  
Email: myllana@email.arizona.edu

**Introduction**

This course is designed to provide an overview of court institutions and actors. Although it requires some knowledge of US Courts, the emphasis will be on organization and management and structure of the courts system. The core of the course focuses on how courts do business, the politics surrounding them, and past and present reforms made to them. The emphasis will not be on the US Supreme Court and laws. How the courts are administered and the movement to change their nature help answer the question of whether these changes are constitutional and whether they help the courts deliver justice.

**Required Readings**

**Main Texts:**

1. Griller and Stout, Editors. 2002. The Improvement of the Administration of Justice. Chicago: American Bar Association Judicial Division- U of A Bookstore, Student Memorial Center
2. Tobin, Robert W. 1999. Creating the Judicial Branch: The Unfinished Reform. Williamsburg, Virginia: National Center for State Courts- U of A; Student Memorial Center
3. Texts accessed through Blackboard

<http://blackboard.eller.arizona.edu/>

## Assignments and Grading

1. Exams: There will be 2 examinations, a midterm and a final. Each will be worth 30 % of the grade. The midterm and final examinations may be in the form of a class project. Suggestions from the class on the nature and form of the project will be welcome. It may also be in the form of a take home 15-page paper. I wish to make this course as interactive as possible. The class dynamic I am looking for in terms of testing is aimed at producing as much enjoyment possible within the bounds of departmental discipline. It is my view that this approach increases retention and utility of course material in your academic career.
2. Class Presentations (30 % of the grade)- You will be divided into groups. Each meeting, a group will be assigned to do a PowerPoint presentation on the assigned reading for that week. The class will be divided into the number of class days less the first day and holidays. I want you to be comfortable doing the readings, making an outline, and doing a multi-media presentation in front of an audience. This skill will be useful to you in future job interviews and career related presentations. An A grade in this will use assigned text, video, online sources etc. Creativity and innovation will be rewarded. You should also be prepared for questions from the class.
3. Attendance and Participation (10 % of the grade). I will not be taking regular attendance but will be doing in class written exercises, which will go towards your participation grade. Since you will not know in advance when these assigned work will be given, class attendance is greatly encouraged.

This is a discussion-based class. I will not be giving traditional lectures but summaries and provocative questioning. Unlike high school, where quizzes were given after topic lectures, I am known to give spot checks before class presentations to measure student readiness. These random checks only weigh 10 % of your grade under attendance and participation but will be used to identify those who come prepared for class. Effort over raw examination grade will be given considerable weight available within my discretion.

Integrity is a trait greatly valued. Please follow university guidelines on cheating and plagiarizing. Violations are penalized by dismissal from the class and referral to the Dean of your College.

## Suggested Journals and Sources

American Journal of Sociology  
 Journal of Criminal Law and Criminology  
 American Sociological Review  
 Crime and Delinquency  
 Criminology  
 American Criminal Law Review  
 Public Interest  
 Journal of Quantitative Criminology  
 Judicature  
 Law and Policy

### Suggested Internet Sites

#### Court-Focused

Lexis-Nexis on the Library Homepage	<a href="http://www.library.Arizona.edu/">http://www.library.Arizona.edu/</a>
National Center for State Courts	<a href="http://www.ncsconline.org/">http://www.ncsconline.org/</a>
Federal Judicial Center	<a href="http://www.fjc.gov/">http://www.fjc.gov/</a>
United States Courts Webpage	<a href="http://www.uscourts.gov/">http://www.uscourts.gov/</a>
National Association for Court Management	<a href="http://www.nacmnet.org/">http://www.nacmnet.org/</a>
National Institute of Justice/DOJ	<a href="http://www.ojp.usdoj.gov/nij/">http://www.ojp.usdoj.gov/nij/</a>
Council for Court Excellence	<a href="http://www.courtexcellence.org/">http://www.courtexcellence.org/</a>
Arizona Administrative Office of Courts	
	<a href="http://www.supreme.state.az.us/nav2/aoc.htm">http://www.supreme.state.az.us/nav2/aoc.htm</a>
National Council of Juvenile and Family Court Judges	<a href="http://www.ncjfcj.org/">http://www.ncjfcj.org/</a>

#### Other Legal Sites:

[www.findlaw.com](http://www.findlaw.com)  
[www.nolo.com](http://www.nolo.com)  
[www.law.cornell.edu](http://www.law.cornell.edu)  
[www.whitehouse.gov](http://www.whitehouse.gov)  
[www.fbi.gov](http://www.fbi.gov)  
[www.aclu.org](http://www.aclu.org)  
[www.ojp.usdoj.gov/bjs/](http://www.ojp.usdoj.gov/bjs/)  
[www.iir.com](http://www.iir.com)  
[www.ilg.org](http://www.ilg.org)  
[www.ncjrs.org](http://www.ncjrs.org)  
[www.fedstats.gov](http://www.fedstats.gov)

Syllabus is subject to change.

Dates	Week	Readings
August 26 & 28	Week 1	Introduction to the Course Documentary Article III US Constitution <a href="http://www.law.cornell.edu/constitution/constitution.articleiii.html">http://www.law.cornell.edu/constitution/constitution.articleiii.html</a>
September 2 & 4	2	American Courts G&S Chapters 1 & 3
September 9 & 11	3	Judicial Independence & Court Administration Tobin-Introduction and Chapter 1 G&S-Chapters 14 & 17
September 16 & 18	4	Federal/State Court Administration and Structure G & S-Chapters 4 & 5
September 23 & 25	5	Federal/State Court Administration and Structure cont'd G & S- Chapters 9 & 28 State Court Organization <a href="http://www.ojp.usdoj.gov/bjs/abstract/sco98.html">http://www.ojp.usdoj.gov/bjs/abstract/sco98.html</a>
September 30 & October 2	6	Creating the Judicial Branch and Reform Tobin-Chapter 2 & 14
October 7 & 9	7	Midterm Court Management Issues G & S-Chapters 8, 10
October 14 & 16	8	Court Management Issues cont'd G & S-Chapters 11,13
October 21 & 23	9	Court Management Issues cont'd G & S-Chapters 19,26 Documentary
October 28 & 30	10	Issues Facing Courts & Satisfaction with Justice G & S Chapters 33 & 34
November 4 & 6	11	Issues Facing Courts & Satisfaction with Justice cont'd G & S Chapters 35 & 36
November 13	12	documentary
November 18 & 20	13	Issues Facing Courts & Satisfaction with Justice cont'd G & S Chapters 38 & 39
November 25	14	Class discussion
December 2 & 4	15	Future of the Courts Tobin Chapters 10 & 11
December 9 & 11	16	Review Final Exam

