



Course Syllabus CCJS300

Criminological and Criminal Justice Research Methods

Course Description

This course will teach students how to actually conduct research in the criminal justice field. Students will learn about traditional social science methods used in our discipline and how to apply them to their own research. We will cover various research designs, sampling issues, ethical considerations, survey construction, interviewing, and basic functions with a computer software package, SPSS that are typically used in analyzing social science data. In this class, students will complete five research projects that build on each other. These research projects introduce students to the various research techniques used in our field by having them actually conduct the research. These projects are designed to increase in difficulty and to allow the student to apply the knowledge learned in this class as they progress. In the course of these projects, students will: assess ethical issues in research, create a survey instrument, disseminate the survey, decide on and assess a sampling technique, analyze survey and other criminological data using descriptive analysis and inferential statistics, conduct a field observation study, develop hypotheses and present the justification for these hypotheses, select and transform variables, test hypotheses using criminological data, perform appropriate statistical tests, and develop conclusions and implications based on their research.

Learning Specific Objectives

In this course, the overall Goal is to increase the student's overall understanding of the role of Research in Criminal Justice. In accomplishing this goal the Objectives are:

1. Demonstrate an ability to select, critically evaluate, and apply relevant areas of scholarship;
2. Articulate the processes required to bring about a successful outcome from planning, modeling, and preparing, to critiquing, revising and perfecting;
3. Recognize how an application of scholarship affects or is affected by political, social, cultural, economic or ethical dimensions;
4. Produce original projects that reflect a body of knowledge relevant to the course;
5. Effectively communicate the application of scholarship through written material.

Dr. Tom Alexander

talexand@umd.edu

Class Meets

Mondays

III- 3220

11:00am – 1:30pm

Office Hours

Mondays

By appointment

Prerequisites

CCJS100, CCJS105, and
CCJS200 (or an approved
statistics course)

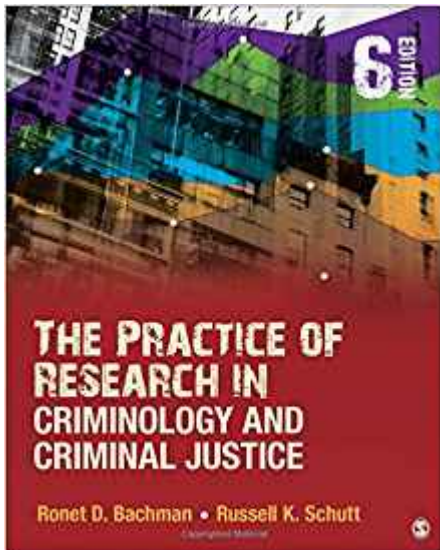
Course Communication

Primary Communications will be through email (ELMS). Please use the subject line "CCJS300" whenever you send an email, which will increase the probability of me not considering it junk mail. The professor will mainly rely on email in order to communicate with students. The student may also use Outlook if any difficulty

Required Resources

Course website: elms.umd.edu

Required Text: Bachman, R. and Schutt, R.K. (2017). *The Practice of Research in Criminology and Criminal Justice*. Sage. Edition 6th. ISBN: 9781506306810.



Campus Policies

It is our shared responsibility to know and abide by the University of Maryland's policies that relate to all courses, which include topics like:

- Academic integrity
- Student and instructor conduct
- Accessibility and accommodations
- Attendance and excused absences
- Grades and appeals
- Copyright and intellectual property

Please visit www.ugst.umd.edu/courselatedpolicies.html for the Office of Undergraduate Studies' full list of campus-wide policies and follow up with me if you have questions.

arises with ELMS. Please check your email regularly.

I will primarily rely on ELMS for sending time-sensitive information to students (e.g., ELMS announcement). Here is a link with some helpful guidance on writing professional emails (ter.ps/email).

Required Data (and class related files)

The data files, codebooks, and other supplementary files (the syllabus, computer assignments, readings, etc.) that will be used for this course will be available through Canvas/ELMS.

ELMS/CANVAS

I will be using CANVAS to post the syllabus, grades, and some handouts. Go to <http://www.elms.umd.edu/> and log in with your Directory ID (logon ID) and password to use this feature.

Course Requirements

There are multiple requirements for this course. As noted below, there are five research projects where students will do independent research utilizing social science data that will build on each other. These research projects make up 30% of the overall course grade. There will be also be two exams, each covering a specified portion of material and each worth 35% of the overall course grade. None of the exams are cumulative. The exams are designed to cover the vocabulary, content, and use of the statistical software that students must learn in order to conduct research. **Exams and all assignments are considered to be Major Scheduled Graded Events and therefore the University medical excuse policy which allows one student signed honor statement attesting to illness does not apply to them.** Exams are primarily multiple choice with some true/false. The information for exam questions comes from lecture as well as from the text book. Extra credit may come in the form of unannounced, open notes quizzes. If these quizzes are offered, the fact they are extra credit means that there will be no make-ups for them.

Grading Schema

Exams (Mid-term and Final)	200 points total
Research Projects	85 points total

Research projects

1. Ethical Issues (10 points)
2. Survey Construction (10 points)
3. Analysis with Descriptive Statistics/Write up of sampling technique (20 pts)
4. Analysis with Tests of Independence (20 pts)
5. Analysis with Tests of Inferential Statistics (25 pts)

Class Attendance/Participation: It is important that students attend class. Each week’s lecture builds on the previous class. Lectures will eventually take us to the computer lab where students will gain practical experience using statistical software.

Religious Observances:

Please refer to the Online Catalog Policy on Religious Observance. Please remember that accommodations are not made for travel to and from the religious observance.

Disability Support

I will make every effort to accommodate students who are registered with the Disability Support Service (DSS) Office and who provide me with a University of Maryland DSS Accommodation form. Only written DSS documentation of the accommodation will be considered. This form must be presented to me no later than February 20, 2019. I am not able to accommodate students who are not registered with DSS or who provide me with documentation which has not been reviewed and approved by UM’s DSS Office after February 25, 2019.

Grading Schema

Final Letter Grades are determined in the following manner:

Grades will be posted in ELMS as soon as possible after the exam or paper’s due date. They can be viewed in ELMS and will review class exams in class. Subjective work will be returned to the student as an attachment in ELMS after the paper is graded.

Keep in mind, that grades are not given, but earned. Your grade is determined by your performance on the learning assessments in the course and is assigned individually. If earning a particular grade is important to you, please speak with me at the beginning of the semester so that I can offer some helpful suggestions for achieving your goal.

All assessment scores will be posted on the course ELMS page. If you would like to review any of your grades (including the exams), or have questions about how something was scored, please email me to schedule a time for us to meet in my office.

Learning Assessments	Points Each	Percentage of Grade
Exam 1	100	35%
Exam 2	100	35%
Research Project 1- Ethical Issues	10	3.5%

Research Project 2- Survey Construction	10	3.5%
Research Project 3- Descriptive Statistics	20	7%
Research Project 4- Tests of Independence	20	7%
Research Project- Tests of Inferential Statistics	25	9%
	285	100%

Final Grades

97-100 A+	87-89 B+	77-79 C+	67-69 D+
93-96 A	83-86 B	73-76 C	63-66 D
90-92 A-	80-82 B-	70-72 C-	60-62 D-
			< 60 F

Make-Up Policy

Opportunities to make-up missed in-class work will only be given in cases of excused absences and official documentation is required. **Exams and research projects are considered to be Major Scheduled Graded Events and therefore the new University medical excuse policy which allows one student signed honor statement attesting to illness does not apply to them.** Excused absences are: illness with a doctor's note, death in the immediate family, required school activities, and required court appearance. If a doctor will not write you a note, you will need to get a copy of your medical record from them to verify your illness. By law, you are entitled to get a copy of this and it is your responsibility to do so. I must be notified in person or by phone or email **PRIOR** to missing a **in-class assignment** for me to consider giving you a makeup. **If you know you will not be in class for in-class work or a date a project is due for an excused reason it is your responsibility to turn in the work PRIOR to the due date.**

Use of Technology

It is my experience (based on the research evidence) that the use of laptops present an irresistible distraction and detract from the cooperative learning environment. Researchers have found that these distractions do in fact interfere with learning and active participation. For that reason, I caution the student on the use of laptop computers during class meetings (except when required for ADS accommodations). I will allow their use for note taking however if a student is found to be using a laptop for any other reason than taking notes, then that student will lose the privilege of bringing his/her computer to class. All technological devices, except a laptop computer, are prohibited in this class including MP3

devices, smart phones, phones, calculators, gaming devices, etc. If these devices are seen and/or used during the class, the student will be asked to leave the class immediately. If these devices are seen and/or used during an exam, the exam will be collected from the student and the student will no longer be allowed to continue taking the exam. The exam score will be noted as 0”.

I expect you to make the responsible and respectful decision to refrain from using your cellphone in class. If you have critical communication to attend to, please excuse yourself and return when you are ready. For more information about the science behind the policy watch: <http://youtu.be/WwPaw3Fx5Hk>

Code of Conduct

Students are expected to treat each other with respect. Disruptive behavior of any kind will not be tolerated. Students who are unable to demonstrate civility with one another, the teaching assistant, or me will be subject to referral to the Office of Student Conduct or to Campus Security. You are expected to adhere to the Code of Student Conduct.

Students must provide the instructor, in writing, a request for a make-up exam for an exam date on the syllabus you are unable to make due to a specific religious observance (specify). Please refer to the Online Catalog Policy on Religious Observance. Please remember that accommodations are not made for travel to and from the religious observance.

Academic dishonesty of any form will absolutely NOT be tolerated. Academic dishonesty encompasses the traditional behavior such as cheating on exams and assignments, giving false statements, etc., but also includes activities such as possessing and/or reviewing previous semester's exams and computer assignments. Additionally, students will be asked to write the University approved Honor Pledge on each exam and project. The University of Maryland, College Park has a nationally Recognized Code of Academic Integrity, administered by the Student Honor Council. This Code sets standards for academic integrity at Maryland for all undergraduate and graduate students. As a student you are responsible for upholding these standards for this course. It is very important for you to be aware of the consequences of cheating, fabrication, facilitation, and plagiarism. For more information on the Code of Academic Integrity or the Student Honor Council, please visit: <http://www.studenthonorcouncil.umd.edu/whatis.html>

Grade Disputes

If you have questions or concerns about your grade(s) and believe the professor should review them, you must submit a written request over email to the professor that describes your concern in detail. This request must be submitted within one week of the day that grades for the relevant assignment are disseminated.

Copyright

The lectures I deliver in this class and the course materials I create and distribute are protected by federal copyright law as my original works. My lectures are recorded or delivered from written lectures in order to ensure copyright protection. You are permitted to take notes of my lectures and to use course materials for your use in this course. You may not record, reproduce, or distribute my lectures/notes for any commercial purpose without my written consent. Persons who

sell or distribute copies or modified copies of my course materials, possess commercial copies of my notes (i.e. Terpnotes), or assist another person or entity in selling or distributing those materials may be considered in violation of the University Code of Student Conduct, Part 9(k)

Course Evaluation

I take your course evaluation very seriously. Each semester, I revise my syllabus, course assignments and exam questions based on the feedback I receive on the course evaluation. I am not only interested in the scores that you give this class but I am also very interested in the specific comments you have about this course. I want to encourage each student in this class to evaluate not only my class but all of your classes. One important campus-wide evaluation is the online evaluation at the end of the semester. I will announce the dates the evaluations are available during our semester. Students can go directly to the website (www.courseevalum.umd.edu) to complete their evaluations.

Academic Deadlines

*Cancel Registration January 25, 2019

*Change from Full-time to Part-Time (See Schedule Adjustment) January 25, 2019

<http://registrar.umd.edu/current/registration/ScheduleAdjustment.html>

*Add a Course February 8, 2019

*Apply for Graduation February 8, 2019

*Change Credit Level February 8, 2019

*Change Grading Option February 8, 2019

*Drop a course without "W" (Withdrawal) February 8, 2019

*Drop a Course with "W" (Withdrawal) April 12, 2019

<http://registrar.umd.edu/current/registration/ScheduleAdjustment.html>

Class Cancellations

If for any reason a class needs to be cancelled at the last minute, a notice will be posted through the class email list as well as in the Announcements on ELMS. Staff will also post a notice on or near the Classroom door.

Inclement Weather

In the event of inclement weather or other emergency conditions, you should follow delays and closures for the "Universities at Shady Grove or USM Shady Grove Center," rather than any individual participating USM institution. Closures and delays will be sent over the e2Campus notification system, as well as being reported on local radio and television news stations. You may also call USG at 301-738-6000 for recorded updates related to closures or delays. I would highly suggest that students The Universities at Shady Grove e2Campus system allows the University to contact you during an emergency by sending text messages to your: E-mail (school, personal, or other) Cell phone, Pager, Blackberry type device. See: <http://www.shadygrove.umd.edu/campus-services/public-safety/campus-alerts>

Get Some Help!

You are expected to take personal responsibility for your own learning. This includes acknowledging when your performance does not match your goals and doing something about it. Everyone can benefit from some expert guidance on time management, note taking, and exam preparation, so I encourage you to consider visiting <http://ter.ps/learn> and schedule an appointment with an academic coach. Sharpen your communication skills (and improve your grade) by visiting <http://ter.ps/writing> and schedule an appointment with the campus Writing Center. Finally, if you just need someone to talk to, visit <http://www.counseling.umd.edu>.



Everything is free because you have already paid for it, and **everyone needs help**... all you have to do is ask for it.

Names/Pronouns and Self Identifications

The University of Maryland recognizes the importance of a diverse student body, and we are committed to fostering equitable classroom environments. I invite you, if you wish, to tell us how you want to be referred to both in terms of your name and your pronouns (he/him, she/her, they/them, etc.). The pronouns someone indicates are not necessarily indicative of their gender identity. Visit trans.umd.edu to learn more.

Additionally, how you identify in terms of your gender, race, class, sexuality, religion, and dis/ability, among all aspects of your identity, is your choice whether to disclose (e.g., should it come up in classroom conversation about our experiences and perspectives) and should be self-identified, not presumed or imposed. I will do my best to address and refer to all students accordingly, and I ask you to do the same for all of your fellow Terps.

SYLLABUS (Subject to change)

Week/Date	Topic	Reading/Assignment(s)
Week 1: <u>Jan 28, 2019</u> to Feb 3, 2019	*Syllabus review *Introduction to Research	Chapters 1 and 2
Week 2: <u>Feb 4, 2019</u> to Feb 10, 2019	*Introduction to Research cont'd *Research Design	Chapters 1 and 2 Instructor supplemental materials
Week 3: <u>Feb 11, 2019</u> to Feb 17, 2019	* Ethics	Chapter 3
Week 4: <u>Feb 18, 2019</u> to Feb 24, 2019	* Conceptualization and Measurement	Chapter 4

Week 5: <u>Feb 25, 2019</u> to Mar 3, 2019	*Sampling *Survey Research	Chapter 5 Chapter 7 Research Project 1 (Ethics) Due
Week 6: <u>Mar 4, 2019</u> to Mar 10, 2019	EXAM 1	In-class
Week 7: <u>Mar 11, 2019</u> to Mar 17, 2019	Causation and Research Design	Chapter 6
Week 8: <u>Mar 18, 2019</u> to Mar 24, 2019	SPRING BREAK	
Week 9: <u>Mar 25, 2019</u> to Mar 31, 2019	Measurement / Sampling Experiments/Quasi Experiments	Research Project 2 (Survey Construction) Due
Week 10: <u>Apr 1, 2019</u> to Apr 7, 2019	Measures of Central Tendency and SPSS Introduction	Instructor Notes
Week 11: <u>Apr 8, 2019</u> to Apr 14, 2019	SPSS Practical	SPSS LAB
Week 12: <u>Apr 15, 2019</u> to Apr 21, 2019	Quantitative methods Tests of Independence	Instructor Notes
Week 13: <u>Apr 22, 2019</u> to Apr 28, 2019	Quantitative methods Inferential statistics and tests of variance	Instructor Notes Research Project 3 (Descriptive Statistics) Due
Week 14: <u>Apr 29, 2019</u> to May 5, 2019	Unobtrusive Research and other forms of Research	Instructor Notes Research Project 4 (Tests of Independence) Due
Week 15: <u>May 6, 2019</u> to May 12, 2019	Evaluation of Research and Proposal Writing	Instructor Notes Research Project 5 (Tests of Variance) Due
Week 16: <u>May 13, 2019</u> LAST DAY OF CLASS	Catch up and Review for Final Exam	
FINAL EXAM May 12th- May 18th	FINAL EXAM	FINAL EXAM

Note: This is a tentative schedule, and subject to change as necessary – monitor the course ELMS page for current deadlines. In the unlikely event of a prolonged university closing, or an extended absence from the university, adjustments to the course schedule, deadlines, and assignments will be made based on the duration of the closing and the specific dates missed.

Academic Integrity Pledge

The University of Maryland, College Park has a nationally recognized Code of Academic Integrity, administered by the Student Honor Council. This Code sets standards for academic integrity at Maryland for all undergraduate and graduate students. As a student you are responsible for upholding these standards in this course. It is very important for you to be aware of the consequences of cheating, fabrication, facilitation, and plagiarism. For more information on the Code of Academic Integrity or the Student Honor Council, please visit <http://www.shc.umd.edu>. Academic dishonesty of any kind will NOT be tolerated. All students are expected to abide by University rules governing academic dishonesty. Academic dishonesty encompasses behavior such as cheating on exams and assignments, giving false statements, etc. Any cheating will be immediately turned over to the Office of Judicial Programs. To further exhibit your commitment to academic integrity, remember to sign the Honor Pledge on all examinations and assignments: "I pledge on my honor that I have not given or received any unauthorized assistance on this examination (assignment)."

By signing this document, I am testifying that I have read in full both the University Code of Academic Integrity and this document, understand the policies and vow to adhere to them.

Student Name

Signature

Date