CCJS 300: CRIMINAL JUSTICE AND CRIMINOLOGICAL RESEARCH METHODS  
FALL 2014  
Cambridge Community Center 1100  
SECTION 0301 Tuesday & Thursday, 12:30pm-1:45pm  
SECTION 0401 Tuesday & Thursday, 11:00pm-12:15pm

Instructor: Dr. Alan R. Lehman  
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301 405-4735

Teaching Assistants: Stephanie Turner  
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Brooke Morris  
brookesmorris@yahoo.com  
Darcy McConnell  
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2209 LeFrak Hall  
301 405-4735

Office Hours: Wednesday  
11:00am-2:00pm  
And by appointment

Office Hours:  
Friday 11:00am-2:00pm

Morris  
Monday 11:00am-1:00pm

Wednesday 12:30pm-1:30pm

McConnell  
Wednesday 9:00am-12noon

Course Description:

CCJS 300 is an introduction to the formulation of research questions covering research design, data collection, and interpretation and reporting in criminological and justice-system settings. Using data provided by the instructor, you will conduct basic descriptive and inferential statistics using computer software (IBM SPSS). In this course, you will learn how to perform hypothesis tests and generate and interpret statistical output.

Course Prerequisites:

You MUST have already COMPLETED CCJS 100, CCJS 105, and CCJS 200 (or an approved statistics course).

Required Textbooks:


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.
Course Grading:

Your grade will be based upon three exams and 7 class assignments, four of which will include statistical programming (IBM SPSS). Each exam will count 20% toward your final grade, the assignments will be worth a total of 40%.

The exams will cover material from the lectures, class discussions, assigned readings from the textbook, handouts, and files found on our class ELMS site. Approximately 2/3 of the exam questions come from lecture and class discussions and the remaining 1/3 come from the text book. Exams will not be cumulative. I have a very strict policy concerning makeup exams. Exams must be taken on the assigned day unless you have presented a valid, written excuse (such as a doctor’s note or a police report or summons) before the exam and made arrangements to take a makeup. Health center notes are not valid excuses! Under no circumstances will oversleeping, car trouble, or health problems (without a doctor’s note) be grounds for a makeup. Dr. Lehman reserves the right to change the format of the makeup exam or quiz if he so wishes.

Computer programming assignments are due on time (see our weekly schedule on pages 4 and 5 for due dates) and must be printed out (more about this later). Assignments may also be turned in early—you can see me before or after class, during office hours, or by appointment if you desire feedback on an assignment. Assignments must be turned in by the end of class. If you choose to work on your assignment rather than attend class (this is not recommended), it must be given to the CCJS office (Room 2220) on the 2nd floor of LeFrak Hall to be date and time stamped before the end of that day’s class (12:15pm or 1:45pm, depending on class section) or it will be considered late! Assignments may NOT be submitted via email. While it is perfectly acceptable to get help on these assignments from Dr. Lehman or our TA, each student must complete his or her own assignments. LATE COMPUTER ASSIGNMENTS WILL NEVER BE ACCEPTED!!! There will be no makeup assignments unless you have made arrangements with Dr. Lehman before the assignment is due.

There will be no curve—final grades will be assigned based on the following scale:

- **A+** = 97.00% - 100%
- **A** = 93.00% - 96.99%
- **A-** = 90.00% - 92.99%
- **B+** = 87.00% - 89.99%
- **B** = 83.00% - 86.99%
- **B-** = 80.00% - 82.99%
- **C+** = 77.00% - 79.99%
- **C** = 73.00% - 76.99%
- **C-** = 70.00% - 72.99%
- **D+** = 67.00% - 69.99%
- **D** = 63.00% - 66.99%
- **D-** = 60.00% - 62.99%
- **F** = <60.00%

New Attendance Policy

Under this new policy, instructors are expected to accept as an excused absence a self-signed note from a student who has missed a single lecture, recitation, or laboratory, attesting to the date of the illness. This note must also contain an acknowledgement by the student that the information is true and correct and that providing false information is prohibited under the Code of Student Conduct. The student is also obligated to make a reasonable attempt to inform the instructor of his/her illness in advance. A student is allowed only ONE self-signed note per
class for the semester. Please note that this situation does NOT apply to Major Scheduled Graded Events (exams, assignments, etc.).

Academic Integrity

Academic dishonesty in any form will absolutely not be tolerated. Academic dishonesty encompasses the traditional behaviors such as cheating on exams and assignments, giving false statements, etc., but also includes activities such as illicit possession of previous semester’s exams and/or computer assignments. All students are required to sign the Honor Pledge on each exam and computer assignment.

Computer Lab, Computer Assignments and Printing Your Output

During the week of Tuesday, September 30 and Thursday, October 2nd we will meet in the basement computer labs (Lab #1, 0225) in LeFrak Hall. Each student will be assigned a day (either Tuesday or Thursday) and a time to receive an orientation to computing with IBM Spss Statistical Package for the Social Sciences. You will be required to print out all of the computer assignment output to hand it in. The BSOS computer labs in Somerset and Lefrak will only accept Terrapin Express funds as a form of payment for printing. To print using your Terrapin Express account, just enter your Directory ID and Directory Password when prompted to do so by the lab PC. It is strongly recommended that you also save electronic copies of all of your computer output as backup. The best way to do this is to use a ‘key chain’ flash memory drive.

The first computer assignment will be handed out in the computer lab during your orientation and also available through Canvas. Subsequent computer assignments will be handed out in class and will be available through Canvas.

Copyrights

The lectures I give in this class and the course materials I have created are protected by federal copyright law as my original works. You are permitted to take notes from the lectures and to use course materials throughout the semester. You may not record, reproduce, or distribute my lectures/notes/assignments 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).

Disability Support

I will make every effort to accommodate students who are registered with the Disability Support Services (DSS) office and who provide me with a University of Maryland DSS Accommodation form. This form must be presented to me no later than September 15th. I am not able to accommodate students who are not registered with DSS or who do not provide me with documentation that has been reviewed by DSS by September 15th. DSS students who are requesting to take their exams at the DSS Center need to provide me with a testing form for each exam that must be turned in to me no later than 1 week prior to each exam. The student is expected to take the exam at the same time as the rest of the class.
<table>
<thead>
<tr>
<th>Week</th>
<th>Date(s)</th>
<th>Topics, Exams, Due Dates</th>
<th>Book Chapter(s)</th>
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<tbody>
<tr>
<td>Week 1</td>
<td>September 2</td>
<td>Introduction to Criminal Justice Research Methods</td>
<td>Review Syllabus, Hagan Chapter 1</td>
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<td>September 4</td>
<td>Finish Introduction(The Elegant Universe film clip)</td>
<td>Hagan Chapter 1</td>
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<td>Week 2</td>
<td>September 9</td>
<td>Begin Ethics in Research</td>
<td>Hagan Chapter 2</td>
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<td>September 11</td>
<td>Finish Ethics Research (Ethics Assignment given out)</td>
<td>Hagan Chapter 2</td>
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<td>Week 3</td>
<td>September 16</td>
<td>Begin Experimental Methods and Research Design</td>
<td>Hagan Chapter 3</td>
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<td>September 18</td>
<td>Finish Experimental Methods and Research Design (Ethics Assignment Due)</td>
<td>Hagan Chapter 3</td>
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<td>Week 4</td>
<td>September 23</td>
<td>Begin Statistics and Data Analysis</td>
<td>Hagan Chapter 13</td>
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<td>September 25</td>
<td>Finish Statistics and Data Analysis</td>
<td>Hagan Chapter 13</td>
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<td>Week 5</td>
<td>September 30</td>
<td>MEET IN COMPUTER LAB 1 (ROOM 0225, LeFrak Hall) THIS WEEK (See Lab Assignment Sheet for dates and times.) SPSS Assignment #1 given out</td>
<td>Kirkpatrick &amp; Feeney Chapters 1-3, 5</td>
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<td>October 2</td>
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<td>Week 6</td>
<td>October 7</td>
<td>Exam Review</td>
<td>Hagan Chapters 1-3, 13</td>
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<td>October 9</td>
<td>Exam #1 SPSS Assignment #1 due Survey Assignment given out</td>
<td>Hagan Chapters 1-3, 13</td>
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<td>Week 7</td>
<td>October 14</td>
<td>Begin Uniform Crime Reports and Sampling (SPSS Assignment #2 given out, In-Class Computer Instruction)</td>
<td>Hagan Chapter 4</td>
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<td>October 16</td>
<td>Finish Uniform Crime Reports and Sampling</td>
<td>Hagan Chapter 4</td>
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<td>Week 8</td>
<td>October 21</td>
<td>Begin Survey Research: Questionnaires</td>
<td>Hagan Chapter 5</td>
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<td>October 23</td>
<td>Finish Survey Research: Questionnaires (SPSS Assignment #2 due) (Survey Assignment Given Out)</td>
<td>Hagan Chapter 5</td>
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<td>Week</td>
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| Week 9     | October 28    | Begin Interviews and Telephone Surveys  
SPSS #3 given out, In-Class Computer Instruction  
Finish Interviews and Telephone Surveys  
Survey Assignment due                                                                                                               | Hagan Chapter 6 |
|            | October 30    |                                                                                                                                                                                                                         | Hagan Chapter 6 |
| Week 10    | November 4    | Participant Observation and Case Studies                                                                                                                                                                                | Hagan Chapter 7 |
|            | November 6    | No Class (Dr. Lehman at conference)                                                                                                                                                                                    | LaPiere Article |
| Week 11    | November 11   | Field Day Assignment  
Mandatory Attendance                                                                                                                                                                                                   | Hagan Chapter 7 |
|            | November 13   | Exam #2  
(SPSS Assignment #3 due)                                                                                                                                                                                               | Hagan Chapters 4-7 |
| Week 12    | November 18   | Unobtrusive Measures and Secondary Analysis                                                                                                                                                                              | Hagan Chapter 8 |
|            | November 20   | Begin Validity & Reliability  
(SPSS Assignment #4 given out)                                                                                                                                                                                           | Hagan Chapter 9 |
| Week 13    | November 25   | Finish Validity & Reliability                                                                                                                                                                                            | Hagan Chapter 9 |
|            | November 28   | No Classes (Happy Thanksgiving)                                                                                                                                                                                           |                 |
| Week 14    | December 2    | Begin Scaling/Index Construction                                                                                                                                                                                          | Hagan Chapter 10|
|            | December 4    | Finish Scaling/Index Construction                                                                                                                                                                                         | Hagan Chapter 10|
| Week 15    | December 9    | Begin Policy Analysis and Evaluation Research  
(SPSS Assignment #4 due)                                                                                                                                                                                                   | Hagan Chapter 11|
|            | December 11   | Finish Policy Analysis and Evaluation Research                                                                                                                                                                            | Hagan Chapter 11|
| Finals:    | 0401(11:00am) | Final Exam 8:00am-10:00am                                                                                                                                                                                                 | Hagan Chapters 8-11|
|            | 0301(12:30pm) | Final Exam 1:30pm-3:30pm                                                                                                                                                                                                  | Hagan Chapters 8-11|