

## **CRIJ-4316-110 Syllabus [Summer 2018]**

**\*\*\* DISCLAIMER: SYLLABUS MAY BE REVISED LATER IF NEEDED \*\*\***

### **CONTACT INFORMATION**

**Email.** MQuinones@TAMUCT.edu

**Classroom.** Online

**Office.** Founder's room 217N

**Office Hours.** Tuesdays 11-3. Please schedule an appointment online.

**Communication.** Canvas has an email function we will use to communicate. To learn how to use Canvas *Conversations*, visit <https://community.canvaslms.com/docs/DOC-10573-4212710324>.

### **COURSE INFORMATION**

#### **Methods of Criminal Justice Research. (3-0-WI)**

This course is an introduction to the methods of criminological and criminal justice research, with emphasis on research ethics, research design, and methods of data collection and analysis. This is a writing intensive class, which means 60% or more of your grade is based on written assignments.

### **COURSE OBJECTIVES**

In order to pass this course, students must demonstrate

1. writing skills appropriate to the discipline of Criminal Justice.
2. understanding, value, and practice of ethical behaviors associated with social science research.
3. comprehension of basic social science research methodologies as applied to research in Criminal Justice and Criminology.
4. basic research skills by developing research projects.

### **ONLINE COURSE EXPECTATIONS**

Research methods is a difficult topic to comprehend in a face to face environment, so learning it online may prove difficult for some. Therefore, it is important that students contact me for assistance, *beyond that which is offered through assignments and supplemental materials*.

### **REQUIRED TEXTBOOKS**

Withrow, B.L. (2014). *Research Methods in Crime and Justice (2nd Ed)*. New York: Routledge. ISBN: 9781138124233.

### **ADDITIONAL MATERIALS**

Students will receive the following additional materials: PowerPoints, worksheets, and access to student learning resources. Additional materials are posted or linked to on Canvas.

## **COURSE DESCRIPTION**

This course is completed online using the TAMUCT Canvas Learning Management System <https://tamuct.instructure.com>. Students must be able to access Canvas in order to complete assignments. I communicate with the class using Canvas *Announcements*, so please make sure you enable notifications for announcements. For the most part, I allow students to work at their own pace, but there are some deadlines that must be met throughout the semester. You will find due dates under the *Calendar* or in the assignment tab.

## **COURSE ORGANIZATION**

**Calendar.** You can see when items are due in the assignment link or by accessing the course calendar. For a tutorial on accessing the calendar, visit <https://community.canvaslms.com/docs/DOC-10693-4212717347>.

**Course Interaction.** We may communicate privately through the course messaging feature. I will communicate with the class as a whole using *Announcements*. Feedback is provided on individual assignments. You will see these either as comments on your paper or as a file attachment, I also summarize the feedback given to all students on a particular assignment and post it in the announcements.

**Assignments.** All written assignments are completed on Canvas. Complete assignments and exams by going to the Assignment tab. Assignments lists in chronological order all assignments due throughout the semester and supplemental information, such as PowerPoints, links to videos, links to articles, and other resources. To learn how to view assignments in Canvas, visit <https://community.canvaslms.com/docs/DOC-10566-4212191416>.

**Exams.** All exams are completed on Canvas. For information on viewing quizzes in Canvas. Complete exams by going to the *Quizzes* or *Assignments* tab. To learn how to view quizzes in Canvas, visit <https://community.canvaslms.com/docs/DOC-10581-421250756>.

## **COURSE REQUIREMENTS, ASSIGNMENT DESCRIPTIONS, AND GRADING**

**Course Requirements.** Final grades are based on how well students do on assignments and exams. Students should complete assignments in a timely manner and contact me for explanation or clarification of the material. Do not wait until the day assignments are due to work on them.

**Description and Value of Assignments.** The purpose of these assignments is to demonstrate an understanding of research methods. When completing assignments, be sure to stay on track. That is, focus on how the assignment helps you understand the research process better. Use the book to guide you and the supplemental information provided to help you work through the assignments.

This is a writing intensive class, which means 60% or more of your grade is based on written assignments. Writing is important and significantly affects scores. I will refer students to a writing tutor for additional help when necessary. TAMUCT offers free on-campus and online

writing assistance through the writing center. Students also have free access to writing tutors through Tutor.com. Students can access Tutor.com directly from Canvas.

*Application Exercises (60%)* Each assignment is worth up to 10 points and there are 10 exercises to complete. The sum of your scores is 60% of your grade. Application exercises are completed throughout the semester. These written assignments require students to seek out information on their own and complete research exercises. *Read the instructions carefully. Each exercise has different requirements and additional resources to use. This course uses APA (American Psychological Association) style which is most commonly used to cite sources within the social sciences. To learn more visit <https://owl.english.purdue.edu/owl/resource/560/01/>.*

*Exams 1, 2, 3 (40%)* Exams assess a student's level of understanding of all course material, including videos and additional readings. The average of the 3 scores makes up 40% of the final grade. It is necessary to visit all links to videos and articles embedded in the PowerPoints and assignments. Videos and additional readings expand on the material, present it in a unique way, and/or help clarify the material, so always assume they are there for a reason. The format is multiple choice, fill in the blank, true/false, and matching. Exams are timed and once an exam is started it may not be stopped and resumed later. Exams provide limited feedback, for more detailed feedback contact me. Please provide the specific exam question in the message.

**Plagiarism.** All assignments are run through *VeriCite*, Canvas' anti-plagiarism check software. Plagiarism is a form of academic dishonesty. **Plagiarism, most simply defined, is not properly crediting sources of information through the use of textual citations and the provision of a works cited list. If something is not your own original idea, thought, words, or the product of your original data collection and analysis, you must cite your source in the text.** For this course, simply follow this rule, *if you read it cite it*. Students who plagiarize will receive a 0 for the assignment and may be referred to the Office of Student Conduct. To learn more about plagiarism, please visit <https://owl.english.purdue.edu/owl/resource/589/02/> . .

**Attendance and Missed Material or Assignments.** It is the student's responsibility to plan ahead for any days they will miss. Hardships are unavoidable and I will do my best to accommodate, however, it is up to the student to realistically determine if they should continue in the course.

Students are responsible for keeping up with the reading, assignments, and additional information provided during the semester. All materials are posted on Canvas at the beginning of the semester. *Canvas Student* is a smartphone app you can also use to keep up assignments even if you do not have access to a computer <https://community.canvaslms.com/docs/DOC-10567-4212717947>. If any links or materials are inaccessible, contact me immediately.

**Grading Criteria Rubric and Conversion.** Refer to the assignment descriptions to see what % of the final grade they represent. *A C grade is average, to earn an overall grade higher than a C you must consistently produce high quality and outstanding work.* Here is a link to a calculator

that allows students to manipulate their scores to calculate their final course grade  
<https://www.rapidtables.com/calc/grade/grade-calculator.html>.

**90-100 A:** Outstanding work and mastery of material

**80-89 B:** High quality work and good understanding of the material

**70-79 C:** Satisfactory work and basic understanding of the material

**60-69 D:** Minimally acceptable performance/little to no understanding of the material.

**<59 F:** Poor performance and does not understand basic elements of course

**Posting Grades.** Grades are available on Canvas, on the *Grades* page. Since all assignments are completed on Canvas, grades are usually returned quickly. I will let you know of any delays or technical difficulties. Learn how to view grades on Canvas, by visiting  
<https://community.canvaslms.com/docs/DOC-9540-4212724430>.

## **COURSE OUTLINE AND CALENDAR**

This is a 10 week course, so we must move quickly, but thoroughly, through the material. Each week you will have an assignment due. Refer to each Canvas assignment link for exact due dates. All assignments are already posted, so move on to the next topic when ready.

### **WEEK 1**

CHAPTER 1—The Research Practice

CHAPTER 2—The Research Process

#### **COMPLETE:**

- Attendance Verification
- Exercise 1

### **WEEK 2-3**

CHAPTER 3—The Ethical Principles That Guide Researchers

CHAPTER 4—Classifying Research

#### **COMPLETE:**

- Exam 1 over chapters 1 - 4.
- Exercises 2, 3, and 4.

### **WEEKS 4-7**

CHAPTER 5—Causality

CHAPTER 6—Measurement

CHAPTER 7—Variables and the Structure of Research

CHAPTER 8—Sampling

#### **COMPLETE:**

- Exam 2 over chapters 5 - 8.
- Exercises 5, 6, 7, 8.

### **WEEK 8-10**

CHAPTER 9—Experimental Design Research Methods

CHAPTER 10—Survey/Interview Research Methods

CHAPTER 11—Non-Reactive Research Methods

CHAPTER 12—Qualitative Research Methods

CHAPTER 13—Evaluation Research Methods

**COMPLETE:**

- Exam 3 over the remaining chapters and questions from the earlier in the course
- Exercises 9, and 10.

**TECHNOLOGY REQUIREMENTS AND SUPPORT**

This course will use the TAMUCT Instructure Canvas learning management system.

- Logon to TAMUCT Canvas <https://tamuct.instructure.com>
- Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)
- Password: Your MyCT password

For technology issues, students should contact Help Desk Central. 24 hours a day, 7 days a week. Email: [helpdesk@tamu.edu](mailto:helpdesk@tamu.edu) Phone: (254) 519-5466 Webchat: <http://hdc.tamu.edu>.

*When calling for support please let your support technician know you are a TAMUCT student.* For issues related to course content and requirements, contact your instructor.

**SECTION 6: COURSE AND UNIVERSITY RESOURCES, PROCEDURES, AND POLICIES**

**Drop Policy.** If you discover that you need to drop this class, you must complete a Drop Request Form, found through the Registrar's web

page .: <https://www.tamuct.edu/departments/business-office/droppolicy.php> .

*Professors cannot drop students; this is always the responsibility of the student.* The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

**Academic Integrity.** Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

**\*Plagiarism.** Plagiarism is a form of academic dishonesty. Plagiarism, most simply defined, is not properly crediting sources of information through the use of textual citations and the provision of a works cited list. If something is not your own original idea, thought, words, or the product of your original data collection and analysis, you must cite your source in the text. Students who plagiarize will receive a 0 for the assignment and may be referred to the Office of Student Conduct. To learn more about plagiarism, please visit <https://owl.english.purdue.edu/owl/resource/589/02/>.

**Academic Accommodations.** At Texas A&M-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our Access & Inclusion webpage : <http://www.tamuct.edu/departments/access-inclusion>.

TAMUCT supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit <https://www.tamuct.departments/index.php>. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these requirements and guidelines ., please visit: <http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf>.

**Tutoring.** Tutoring is available to all TAMUCT students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Kim Wood at [k.wood@tamuct.edu](mailto:k.wood@tamuct.edu).

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables TAMUCT students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

**The University Writing Center.** Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University – Central Texas is a free workspace open to all TAMUCT students from 10am-4pm Monday-Thursday during the Summer semester (June 5, 2017 to July 27, 2017). Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available). Tutors are prepared to help writers of all levels and abilities at any stage of the writing process.

While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu).

**University Library.** The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at TAMUCT are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments. Our 27,000-square-foot facility on the TAMUCT main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our homepage .: <https://tamuct.libguides.com/>.

### **Important University Dates:**

August 28, Add/Drop/Late Registration begins

August 30, Add/Drop/Late Registration ends, 16-week and 1st 8-week classes

September 1, Priority Deadline to Submit Graduation Application

September 4, Labor Day, CAMPUS CLOSED

September 5, Last day to drop 1st 8-week classes with no record

September 13, Last day to drop 16-week classes with no record

September 22, Last day to drop a 1st 8-week class with a Q or withdraw with a W

October 6, Deadline to submit graduation

October 20, Last day to withdraw from the University (1st 8-week classes WF)

October 23, Add/Drop/Late Registration begins, 2nd 8-week classes

October 26, Add/Drop/Late Registration ends, 2nd 8-week classes

October 30, Last day to drop 2nd 8-week classes with no record

November 10, Veteran's Day

November 10, Last day to drop with a Q or withdraw with a W (16-week classes)  
November 17, Last day to drop a 2nd 8-week class with a Q or withdraw with a W  
November 23-24, Thanksgiving, CAMPUS CLOSED  
December 15, Last day to withdraw from the University (16-week and 2nd 8-week classes)  
December 15, Last day to file for Degree Conferral (Registrar's Office)  
December 15, Commencement (End of Fall Term)  
December 25-January 1, WINTER BREAK