

University of North Texas at Dallas

Spring 2016

SYLLABUS

CJUS 4700 030: CJ Research Methods 3Hrs	
Department of	Criminal Justice
School of	Liberal Arts and Sciences
Instructor Name:	<i>Dr. Aaron Bartula</i>
Office Location:	<i>DAL 2 #320</i>
Office Phone:	<i>972-780-3629</i>
Email Address:	<i>Aaron.Bartula@untdallas.edu</i>
Office Hours:	M 8am-10:30m; T 9am-1pm; W 8am-10:30am; TH 9am-12pm
Virtual Office Hours:	<i>Anytime via email, usually will respond within 24 hours</i>
Classroom Location:	<i>Online</i>
Class Meeting Days & Times:	NA
Course Catalog Description:	This course prepares students in the application of research methodology in criminal justice and other social science disciplines. Examples using real research data will be provided to facilitate understanding and application of various quantitative and qualitative processes.
Prerequisites:	Minimum 18 Criminal Justice and 12 hours of Criminal Justice core completed
Co-requisites:	None
Required Text:	Maxfield, Michael G., & Babbie, Earl R. (2011). Basics of Research Methods: For Criminal Justice and Criminology (3rd Ed). Belmont, CA: Cengage/Wadsworth. ISBN: 1111346917
Recommended Text and References:	This is an intensive course. Students in this class are highly encouraged to acquire additional resources such as the APA handbook, scholarly literature, other textbooks and web notes for reference and assistance.
Access to Learning Resources:	UNT Dallas Library: phone: (972) 780-3625; web: http://www.unt.edu/unt-dallas/library.htm UNT Dallas Bookstore: phone: (972) 780-3652; e-mail: 1012mgr@fhcg.follett.com
Course Goals or Overview:	
	The goal of this course is to introduce the scientific method and research design and how they are applied to our world.
Learning Objectives/Outcomes: At the end of this course, the student will	
1	Be able to explain the importance of the scientific method to the practice of research.
2	Identify key aspects of quantitative and qualitative research processes.
3	Identify how the key aspects are applied in the social science arena.
4	Demonstrate the ability to apply the material to various research situations.
5	Demonstrate the ability to assess the quality of academic scholarship in regard to research design.
6	Introduce APA writing style and enhance student's overall writing capability.

Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated by the instructor via Blackboard or email.

TIMELINE	MODULES, TOPICS, and READINGS	Assignments Due Dates
Week 1: 1/19/2016 – 1/24/2016	MODULE 1: Syllabus, Introduction	Pre-Quiz: NO LATER than 1/21/2016 by 5pm Discussion: NO LATER than 1/24/2016 Opening Quiz: NO LATER than 1/24/2016 by 5pm
Week 2: 1/25/2016 – 1/31/2016	Crime, Criminal Justice and Scientific Inquiry; How to Write in APA; Beginning the Proposal is Due via email at aaron.bartula@untDallas.edu Readings: Ch. 1	Pre-Quiz: NO LATER than 1/28/2016 by 5pm Discussion: NO LATER than 1/31/2016 End of Week Quiz 2: NO LATER than 1/31/2016 by 5pm
Week 3: 2/1/2016 – 2/7/2016	Ethics and Criminal Justice Research Readings: Ch. 2	Pre-Quiz: NO LATER than 2/4/2016 by 5pm Discussion: NO LATER than 2/7/2016 End of Week Quiz 3: NO LATER than 2/7/2016 by 5pm
Week 4: 2/8/2016 – 2/14/2016	General Issues in Research Design; Introduction is Due via email at aaron.bartula@untDallas.edu Readings: Ch. 3	Pre-Quiz: NO LATER than 2/11/2016 by 5pm Discussion: NO LATER than 2/14/2016 End of Week Quiz 4: NO LATER than 2/14/2016 by 5pm
Week 5: 2/15/2016 – 2/21/2016	EXAM 1	EXAM 1 NO LATER than 2/21/2016 by 5pm
Week 6: 2/22/2016 – 2/28/2016	MODULE 2: Concepts, Operationalization and Measurement Readings: Ch. 4	Pre-Quiz: NO LATER than 2/25/2016 by 5pm Discussion: NO LATER than 2/28/2016 End of Week Quiz 6: NO LATER than 2/28/2016 by 5pm
2/26/2016	Last Day to Drop	
Week 7: 2/29/2016 – 3/6/2016	Experimental and Quasi-experimental Designs Readings: Ch. 5	Pre-Quiz: NO LATER than 3/3/2016 by 5pm Discussion: NO LATER than 3/6/2016 End of Week Quiz 7: NO LATER than 3/6/2016 by 5pm
Week 8: 3/7/2016–3/13/2016	Sampling Readings: Ch. 6	Pre-Quiz: NO LATER than 3/10/2016 by 5pm Discussion: NO LATER than 3/13/2016 End of Week Quiz 8: NO LATER than 3/13/2016 by 5pm

		5pm
3/14/2016-3/20/2016	Spring Break- No Class!!!	
Week 9: 3/21/2016–3/27/2016	Survey Research and other Ways of Asking Questions; Literature Review is Due via email at aaron.bartula@untDallas.edu Readings: Ch. 7	Pre-Quiz: NO LATER than 3/24/2016 by 5pm Discussion: NO LATER than 3/27/2016 End of Week Quiz 9: NO LATER than 3/27/2016 by 5pm
Week 10: 3/28/2016 – 4/3/2016	EXAM 2	EXAM 2 NO LATER than 4/3/2016 by 5pm
Week 11: 4/4/2016 – 4/10/2016	MODULE 3: Field Research Readings: Ch. 8	Pre-Quiz: NO LATER than 4/7/2016 by 5pm Discussion: NO LATER than 4/10/2016 End of Week Quiz 11: NO LATER than 4/10/2016 by 5pm
4/8/2016	Last Day to Drop with a W	
Week 12: 4/11/2016–4/17/2016	Agency Records Readings: Ch. 9	Pre-Quiz: NO LATER than 4/14/2016 by 5pm Discussion: NO LATER than 4/17/2016 End of Week Quiz 12: NO LATER than 4/17/2016 by 5pm
Week 13: 4/18/2016–4/24/2016	Evaluation Research and Problem Analysis; Methods Section and Conclusion is Due via email at aaron.bartula@untDallas.edu Readings: pgs. Ch. 10	Pre-Quiz: NO LATER than 4/21/2016 by 5pm Discussion: NO LATER than 4/24/2016 End of Week Quiz 13: NO LATER than 4/24/2016 by 5pm
Week 15: 4/25/2016 – 5/1/2016	Interpreting Data; Copy of the Research Proposal with Reference Page is Due Readings: Ch. 11	Pre-Quiz: NO LATER than 4/28/2016 by 5pm Discussion: NO LATER than 5/1/2016 End of Week Quiz 15: NO LATER than 5/1/2016 by 5pm
Finals Week: 5/9/2016 – 5/13/2016	FINAL EXAM (3) NOTE: This is due on Friday May 13th at 5pm!!	FINAL EXAM NO LATER than 5/13/2016 by 5pm

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Exams – *written tests administered via Blackboard designed to measure knowledge and application of presented course module material.*

Pre-quiz - *written quizzes administered via Blackboard designed to measure knowledge and application of the week's presented material and to adequately prepare the student for the end of chapter quiz.*

End of Chapter Quizzes – *written quizzes administered via Blackboard designed to measure knowledge and application of the week's presented material.*

Beginning the Proposal - *written essay designed to begin the process of constructing a research proposal.*

Research Proposal – *written assignment designed to culminate in the course material and test the student's ability to critically analyze said material.*

Class Discussions – *weekly participation in class discussion forums.*

Grading Matrix:

Instrument	Value (points)	Total
Beginning the Proposal	50 points	50
Research Proposal	50 for Introduction 100 Literature Review 100 Methods and Conclusion 100 for Research Proposal Copy	350
Exams	3 exams at 100 points each	300
End of Chapter Quizzes	10 Quizzes at 30 point each	300
Class Discussions	10 discussions at 10 points each	100
Total:		1100

Grade Determination:

A = 1100 – 990 pts; i.e. 90% or better

B = 989 – 880 pts; i.e. 80 – 89 %

C = 879 – 770 pts; i.e. 70 – 79 %

D = 769 – 660 pts; i.e. 60 – 69 %

F = 659 pts or below; i.e. less than 60%

No discussion about grades/points will be done through the internet or with anyone other than the student (FERPA law). Please make an appointment and I will happily discuss them or other concerns.

University Policies and Procedures

Students with Disabilities (ADA Compliance):

The University of North Texas Dallas faculty is committed to complying with the Americans with Disabilities Act (ADA). Students' with documented disabilities are responsible for informing faculty of their needs for reasonable accommodations and providing written authorized documentation. Grades assigned before an accommodation is provided will not be changed as accommodations are not retroactive. For more information, you may visit the Student Life Office, Suite 200, Building 2 or email or call Cindy Suarez at Cynthia.suarez@untDallas.edu or 972-338-1777.

Student Evaluation of Teaching Effectiveness Policy:

The Student Evaluation of Teaching Effectiveness (SETE) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SETE to be an important part of your participation in this class.

Assignment Policy:

Exams - Three exams will be given over the course of the semester. Each exam will consist of a combination of multiple choice questions, short answers, and essays.

Pre Quiz – Each non-Exam week, a pre-quiz will be given in order to prepare the student adequately for the end of the chapter quiz. **NOTE: The pre-quizzes are not for a grade, HOWEVER, the student is highly encouraged to complete the pre-quiz each week prior to the end of chapter quiz. Specifically, each student is suggested to complete the pre-quiz and score a 100% completion each week prior to beginning the end of week chapter quiz as they will prepare the student for success on the later graded quiz.** Each pre-quiz will consist of 5 questions. You have as many attempts as necessary to complete a 100%. **Thus, if you do not do well the first time, you may try and try again!!! Each pre-quiz will open on Monday each week.** There are no time limits for the pre-quizzes.

End of Chapter Quizzes – Each non-Exam week, an end of the chapter quiz will be given via Blackboard. Each quiz will consist of multiple choice questions and short answers. **You will only have one attempt at each end of the chapter quiz.** The questions will be given one at a time and you will be allowed to revisit previous questions. End of the chapter quizzes will only open upon successful completion of the week's pre-quiz. **Each end of chapter quiz must be completed NO LATER than 5pm on the scheduled Sunday due date!!!** There are no time limits for the end of chapter quizzes.

Beginning the Proposal - There is a writing assignment required in this course. The assignment requires the student to identify a research topic of interest and answer (in one or two sentence responses) a number of questions regarding said topic. This assignment serves as the framework for the final research proposal.

Research Proposal - The final project required in this course is a research proposal. The assignment requires the student to create a research design based on the topic chosen. **The proposal will be created in parts, with the Introduction, Literature Review sections being created first followed by the Methods and Conclusion sections.** Examples of the sections as well as a research proposal will be made available to students in Blackboard. The assignments must be TYPED with **12 point Times New Roman font, 1 inch margins, and Double Spaced.** The final copy of the Research Proposal must include the following information:

- 1) Title page
- 2) Introduction
- 3) Literature Review
- 4) Proposed Methods
- 5) Conclusion (i.e., Expected Findings)
- 6) And an added Reference page using **Proper APA citation!!!** (Use the resources made available for APA). Note this needs to be on a separate page and be the last page of the proposal.

Class Discussions – Weekly class discussion forums will make up part of the final grade. In order to receive the full credit, each student is required to be PREPARED (having read the required readings –text, lecture slides) prior to participating in the weekly forum discussions. Using the assigned reading material as a foundation, each student is to view the link for “**Crime Story of the Week**”. After completion of the video each student must:

- 1) Answer the week’s thread question as it applies to the news video (**worth 5 points per week**).
- 2) Respond to another student’s posting related to the video (**worth 5 points per week**).
 - a. Must identify which thread post you are responding to!!
 - b. Confirm or contradict an assertion made from a classmates post and explain why.

NOTE: Each thread post must be 5 or more sentences.

If the student is prepared and participates with both responses each week in the discussion forum, adhering to the above guidelines, they will receive full credit, if they are not prepared and participate they will receive partial credit, and/or if they do not complete both responses per week, lastly, if they do not participate they will receive no credit. **Note: extra credit may be earned each week for those students that add significantly to the discussion based on the material. This requires responses that go above and beyond the above guidelines.**

All class announcements will be posted on Blackboard, and/or sent via email. It is your responsibility to check Blackboard and your e-mail early and often. Ignorance to any posted announcement will not be an excuse.

Exam and Quiz Policy:

Exams should be taken as scheduled. Each QUIZ and EXAM must be completed in Blackboard **NO LATER than 5pm on the scheduled date**. **No late or makeup quizzes or examinations will be allowed** except for documented emergencies (See Student Handbook). It is your responsibility to contact me during the first two weeks of class if there’s anything about which I should know concerning special accommodation for any of the assignments. I will try to work out a suitable arrangement, but I must know about it during the first two weeks of class. It is also your responsibility to bring me the required documentation(s) or have the responsible parties contact me in a timely manner for any kind of special accommodation for any of the assignments.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University’s code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University’s policies and procedures. Refer to the Student Code of Academic Integrity at http://www.unt.edu/unt-dallas/policies/Chapter%2007%20Student%20Affairs,%20Education,%20and%20Funding/7.002%20Code%20of%20Academic_Integrity.pdf for complete provisions of this code.

In addition, all academic writing assignments submitted for this class should include the following statement:

On my honor, I have not given, nor received, nor witnessed any unauthorized assistance that violates the UNTD Academic Integrity Policy.

Bad Weather Policy:

On those days that present severe weather and driving conditions, a decision may be made to close the campus. In case of inclement weather, call UNT Dallas Campuses main voicemail number (972) 780-3600 or search postings on the campus website www.unt.edu/dallas. Students are encouraged to update their Eagle Alert contact information, so they will receive this information automatically.

Attendance and Participation Policy:

The University attendance policy is in effect for this course. Due to the online nature of this course, it is the student’s sole responsibility to ensure that they get all assignments sent/submitted by the scheduled due dates. Class attendance and participation is expected because the class is designed as a shared learning experience and because essential information not in the textbook will be discussed during the course. Further, in order to receive credit for the discussions the student must log in and post to the forums. The dynamic and intensive nature of this course makes it impossible for students to make-up or to receive credit for missed assignments. Attendance and participation in all class meetings is essential to the integration of course material and your ability to demonstrate

proficiency. It is the student's responsibility to notify the instructor if they are missing assignments and for what reason. **It is recommended that each student maintain communication with the instructor.**

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses, will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Office of Student Life as the instructor deems appropriate. This course is designed to be a safe open forum so that we may critically analyze and discuss course content. Thus, please adhere to the guidelines outlined in the Code of Student Conduct.

Optional Policies:

- Use of WebCT/Blackboard: All material will be primarily distributed via Blackboard for this course.
- Grade of Incomplete, "I": Though not encouraged, incomplete grades will be granted on a case by case basis. Each student seeking such grade must come speak to me as soon as it is being considered.