

University of North Texas at Dallas
Fall 2014
SYLLABUS

Course Abbreviation/Number/Title/Semester Hrs CJUS 4700D 091: CJ Research Methods 3Hrs			
Department of		Criminal Justice	
Division of		Business & Public Leadership	
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 1pm-6pm; T 8am-12pm; W 8am-12pm		
Virtual Office Hours:	<i>Anytime via email, usually will respond within 24 hours</i>		
Classroom Location:	<i>DAL 2 #212</i>		
Class Meeting Days & Times:	M 7pm – 9:50pm		
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). Research Methods for Criminal Justice and Criminology. 6th Edition. Belmont, CA: Cengage/Wadsworth.		
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@fheg.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 either in class or via email.

TOPICS	TIMELINE
Syllabus, Introduction	8/25/2014
LABOR DAY. NO CLAS!!!!	9/1/2014
Ch.1: Crime, Criminal Justice and Scientific Inquiry; How to Write in APA	9/8/2014
Ch. 2: Theory and Criminal Justice Research; APA and Plagiarism presentation from Library. Beginning the Proposal Due	9/15/2014
Ch. 3: Ethics in Criminal Justice Research	9/22/2014
EXAM 1	9/29/2014
Ch. 4: General Issues in Research and Design	10/6/2014
Ch. 5: Concepts, Operationalization and Measurement; Introduction Due	10/13/2014
Ch. 6: Measuring Crime	10/20/2014
Ch. 7: Experimental Design	10/27/2014
Last Day to W Drop	11/3/2014
EXAM 2	11/3/2014
Ch. 8: Sampling; Ch. 9: Survey Research; Literature Review Due	11/10/2014
Ch. 10: Field Research;	11/17/2014
Ch. 11: Secondary Data	11/24/2014
Ch. 13: Interpreting Data; Research Proposal is Due	12/1/2014
EXAM 3 (7:30-9:30pm)	12/8/2014

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 designed to measure knowledge and application of presented course material.

Writing Assignment – written essay designed to begin the process of the final proposal.

Research Proposal – written research proposal designed as the culmination of the course material.

Class Discussions – daily attendance and participation in class discussions.

Grading Matrix:

Instrument	Value (points)	Total
Writing Assignment	50 points	50
Research Proposal	200 points: 50 each for Introduction, Literature Review 100 for Final project (including Methods and Conclusion)	200
Exams	3 exams at 100 points each	300
Class Discussions	10 discussions at 10 point each	100
Total:		650

Grade Determination:

A = 650 – 585 pts; i.e. 90% or better

B = 584 – 520 pts; i.e. 80 – 89 %

C = 519 – 455 pts; i.e. 70 – 79 %

D = 454 – 390 pts; i.e. 60 – 69 %

F = 389 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 call Laura Smith at 972-780-3632.

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.*

Writing Assignment - *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 and literature review sections being created first followed by the methods and conclusion sections. An example proposal will be made available to students on the first day of class. The assignment must be TYPED with **12 point Times New Roman font, 1 inch margins, and Double Spaced.** The paper must include the following information:*

- 1) Your name
- 2) Abstract
- 3) Introduction
- 4) Literature Review
- 5) Proposed Methods
- 6) Conclusion (i.e., Expected Findings)
- 7) Reference page using **Proper APA citation!!!** (If you do not know APA come and talk to me during office hours)

Class Discussions - *In class discussions will make up a portion of the final grade. In order to receive the full credit, each student is required to come to class PREPARED (having read the required assignments) and ACTIVELY participate in the discussion using the assigned reading material. If the student is prepared and participates in the discussion they will receive full credit, if they are not prepared and participate they will receive partial credit, and if they are absent or do not participate they will receive no credit.*

All class announcements will be given during class lecture, 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 Policy:

Exams should be taken as scheduled. No makeup 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%20Integrity.pdf> for complete provisions of this code.

In addition, all academic work submitted for this class, including exams, papers, and written assignments 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. 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 in class. Further, in order to receive credit for class discussion the student must be present in class. The dynamic and intensive nature of this course makes it impossible for students to make-up or to receive credit for missed classes. 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 class and for what reason. Students are also responsible to make up any work covered in class. It is recommended that each student coordinate with a student colleague to obtain a copy of the class notes, if they are absent.

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 crime theories. 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 in class. However, the use of the Blackboard site associated with this course may be utilized if necessary.*
- *Use of Cell Phones, Laptops, & other Electronic Gadgets in the Classroom: Please turn all cell phones off/on silent before each class starts. If you need to take an emergency call please excuse yourself from the classroom. Students may use laptops to take notes during class. If students begin to exploit the use of computers I will not allow them. **If a student wants to use a recording device you must get my approval prior to use.***
- *Food & Drink in the Classroom: Food and drinks are allowed during class, but if they become disruptive to the lecture/discussions, they will be disallowed.*
- *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.*