



Course Name: **CRIJ 3300 Applied Research Methods in Criminal Justice**

Fall 2024 In-Person Format

Time: Mondays/Wednesdays 9am-10:20am

Location: EDUC Room 114

08/26/2024 – 12/05/2024

GENERAL COURSE INFORMATION

INSTRUCTOR: Angelique Nevarez Maes, PHD

OFFICE: Prospect Hall 209

EMAIL: anmaes@utep.edu

OFFICE HOURS: Monday/Wednesday 10:30am- 11:30am and/or appointment via Zoom/Google Meet/In Person

<https://calendly.com/anmaes/office-hours-virtual-or-in-person> (to book appointment)

[Book time with Maes, Angelique N: Office hours \(Virtual\)](#) (Microsoft Bookings)

***When emailing me or any other professor, please use professional academic etiquette.**

Please do not address me using my first name (mainly because I don't know you like that yet), and please do not use short text.

Prerequisites: Criminal Justice 1301 Minimum Grade of C. May not be taken concurrently.

TEXTBOOK/MATERIALS:

Required

Maxfield, Michael G. and Babbie, Earl R. (2018)

Research Methods for Criminal Justice and Criminology

eBook- ISBN-13: 9780357694770

Paperback - ISBN-13: 9781337091824

Cengage Publications

*Supplemental Readings will be provided by the Instructor through Blackboard

COURSE DESCRIPTION

This course introduces students to research methods with a focus on the importance research issues such as (but not limited to) the suitability of the sample for the research question, as well as the correctness of the concepts, methods of data collection and analysis used. Students should develop the skills required to become educated users of research findings and reports. It is not expected for students to emerge from this course with expert abilities to conduct research: rather, students should emerge from this course as a more critical evaluator and consumer of social research. Students will gain some initial experiences in conducting social research. This course will provide experience with constructing hypotheses, designing a research project, analyzing data via a statistical package, and writing and reporting research findings. This experience will provide a base from which students can work toward becoming an experienced researcher.



COURSE OBJECTIVES

At the end of the semester, students should be able to:

- Explore and develop a research question.
- Explain the need for ethical research practices.
- Identify what an independent and dependent variable is.
- Describe the process of creating a research proposal.
- Analyze the importance of official databases such as the UCR.

EXPECTATIONS OF STUDENTS ENROLLED

- When emailing the instructor, or any other instructor, students are expected to utilize professional etiquette.
- Students are required to complete assigned readings and be prepared for assignments due as the semester progresses.
- Students are expected to be able to explain the readings in their own words and apply readings to real world situations.
- Students are responsible for checking their grades regularly and for checking email from the instructor or from their Buddies in the class.
- Students are expected to notify the professor of any discrepancies in the grade book as well as when they think they might be missing class. It is strongly advised to notify the professor of any discrepancies ASAP.

STUDENT CONDUCT

CLASSROOM CIVILITY, RESPECT AND TOLERANCE

Students should be made aware that part of the value of a university education is exposure to a wide range of different ideas, viewpoints, and types of people from various backgrounds. Many criminological courses involve content that might challenge deeply held beliefs of some students. As difficult as this may be, students are expected to be respectful during all classroom sessions and discussions. *The instructor will not allow incivilities or intolerance during class sessions.* Students are expected to treat one another with respect. Students should understand that class sessions are venues where they can express a diversity of viewpoints, and that those viewpoints must be expressed respectfully and involve no personal attacks. Students may challenge the views of others, but they must do so respectfully, present their arguments following scientific resources that rely on research, and have evidence supporting their view compared to evidence supporting other views. Any student that violates classroom civility will be asked to leave the session and will not receive a grade for that day if need be.

CLASS PARTICIPATION/ATTENDANCE

Attendance and participation in this course are crucial for passing; all class sessions will entail vital information on the assigned readings for the week. Exam questions will come from a mixture of lectures, texts assigned, and discussions from class sessions. *Students are strongly urged to attend all class meetings and participate in discussions.* Information not included in the textbook will be added to the lecture and students will be expected to add information on



PowerPoint slides to their notes. Power Point slides are usually provided to students at the beginning of each week via Blackboard. Students may print them out if they choose to. Important information about the course as well as changes/updates will be addressed throughout the course during the designated meeting times. Students are not email the professor about missed class information: students are to email “Buddies” about getting information/class notes on class sessions missed.

COURSE COMMUNICATION

Students can communicate with the instructor in the following ways:

- Office Hours: Office hours are for student questions and comments about the course. For this course, Office hours are virtual/in-person. Students can request a virtual/in-person meeting via the Bookings or Calendly links above.
- Email: UTEP e-mail is the best way to contact the instructor for this course. The instructor for this course will respond to e-mails within at least 48 hours of receipt. When e-mailing the instructor, students must be sure to email from their UTEP student e-mail accounts. **Please put the course number in the subject line.** The body of e-mails sent to the instructor should clearly state questions or concerns. Students must be sure to put their first and last name, and university identification number.
- Announcements: **Students must check the Blackboard announcements frequently for any updates, deadlines, or other important messages.**

METHOD OF COURSE EVALUATION

Exams

Exams for this class are designed to assess the student’s knowledge of research methods. Exams will be made up of a combination of multiple-choice questions and true/false questions that are designed to determine the students’ understanding of the courses’ lectures, readings, guest lectures, and class discussions. Exams are not cumulative.

Application Assignments

Application assignments are meant to challenge students to work with the materials that have been assigned for the week. These assignments require students to critically think about a particular topic during a specific week and for students to complete the assignment via write a brief response (No more than a paragraph, even less depending on the prompt), create critical thinking discussion questions, work in groups to come to a conclusion about a topic, etc. Students must respond to all questions in the assignment.

For written responses: paragraphs written by students should begin with a topic sentence and follow with supporting statements. It is important to keep paragraphs clear and concise, and that students choose at least one example that helps to make their point. Topic sentences should be very clear that this sentence is what this paragraph is about. Supporting sentences that follow should be related to the topic sentence. Topic sentences are main points that



students are trying to make. If a new topic sentence is required, a new paragraph needs to begin.

Paragraphs should include citations if needed. Assessment will be based on the above criteria. Group work may be part of this assignment when necessary.

Research Proposal Outline (Bulleted)

Students will develop a bulleted research proposal outline (1 or 2 pages) that has the following bullet points: a research question, a hypothesis, an introduction, literature review, and methods of research. Each bullet point will include a short paragraph summarizing each. A rubric for this assignment is available in Course Content on the course's Blackboard homepage. Students are to develop this outline using lectures from the class, the textbook, and any supplemental readings provided. The instructor and students will have designated times to meet about this assignment as the semester progresses (at least once a month during class time). Students should choose a topic that they feel interested in- it could be related to campus crime, the community they live in, or a nationwide criminological issue.

Each student will submit a first draft of this assignment via Blackboard midway through the course, as per the course calendar, so that feedback can be provided. This is part of their final grade. Progress toward a better draft is part of the assignment, but perfection is not.

What to do when students miss assignments: Students who miss an assignment must meet with the instructor about making up the test within 1 week. If the absence is anticipated, the student is strongly advised to email the instructor to make up the assignment as soon as possible. **The student has 1 week to attempt to contact and make up the missed assignment if unexcused**, otherwise the student will not be allowed to make up the exam and receive a C (70) for that assignment. If the absence is excused, the student is responsible for providing satisfactory evidence to the instructor to substantiate the reason for absence.

GRADING

All grades will be displayed online. Students will have access to their grades online and are strongly encouraged to follow their grades throughout the semester. *Emails at the end of the semester from students who wish to "do something" about their grades is strongly discouraged.* Please email the professor when an anomaly has been discovered as the semester progresses, not at the end of the semester: students have a ONE (1) week time span to email the professor to discuss the grade that has been compromised (for example, the grade was not imputed, or the grade was not calculated correctly). After the ONE (1) week period, the student will not be able to discuss grade changes with the professor. The instructor will not award grades in any other way besides the assignments for the course: please do not email the instructor about awarding points for the sake of getting a higher grade, or about extra credit opportunity at the end of the semester. If the student has a 69 average in the class, the instructor WILL NOT curve the grade to a passing one.



GRADE BREAKDOWN

Exams (40%): covers up to five chapters of textbook at a time. Not cumulative.

Applied Assignments (20%): Group Applied Assignments will require sign-in sheets.

Bulleted Research Proposal (40%): Sign-in sheets required during class times.

Grading Scale- 0%-100%

90%-100% = A

80%-89% = B

70%-79% = C

60%-69% = D

0%-59% = F

Please DO NOT follow any other grade system.

UTEP EDGE

This course is designed with the UTEP Edge in mind. Students will engage in creative activities during each class that involve critical thinking, applying knowledge to new situations, and solving complex problems. Students will leave this course confident in their knowledge of criminology, with enhanced communication skills, leadership and teamwork experience, and a greater global awareness regarding the problem of criminal behavior and how it is responded to by individuals, groups, and the larger society.

TECH POLICY

This course is in-person, but most assignments will be turned in via the Internet through the Blackboard learning management system. Students must ensure that their UTEP e-mail account is working and that they have access to the Web and a stable web browser. Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, students should update their browser, clear their cache, or try switching to another browser.

Students will need to have access to a computer/laptop and will need to download or update the following software: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. Check that your computer hardware and software are up-to-date and able to access all parts of the course.

If students do not have word-processing software, they can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP's Microsoft Office Portal. Click the following link for more information about [Microsoft Office 365](#) and follow the instructions.



IMPORTANT: If students encounter technical difficulties, please contact the UTEP [Help Desk](#) as they are trained specifically in assisting with technological needs of students.

COLLEGE POLICIES

UTEP provides a variety of student services and support. Please refer to the QR code below for a listing of campus resources.



Disability Assistance

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the [UTEP Center for Accommodations and Support Services \(CASS\)](#). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the [CASS portal](#).

Academic Dishonesty

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports.



Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the Office of Student Conduct and Conflict Resolution (OSCCR) for possible disciplinary action. To learn more, please visit HOOP: Student Conduct and Discipline.

GUIDANCE ON ARTIFICIAL INTELLIGENCE

Use of AI technologies or automated tools, particularly generative AI such as [ChatGPT](#) or [DALL-E](#), is **not allowed** for assignments in this class. Each student is expected to use critical and creative thinking skills to complete tasks and not rely on computer-generated ideas. Any direct use of AI-generated materials submitted as your own work will be treated as plagiarism and reported to the Office of Student Conduct and Conflict Resolution (OSCCR).

THE “BUDDY LIST” SYSTEM

This course requires that every student find at least three (3) students (preferably students with whom they are not familiar) to add to their “Buddy List” by the first week of class. The “Buddy List” is designed to help students help themselves if/when they have missed class. *This system is not designed to help students skip class altogether.* Students are to gather their new buddy’s name and preferred phone number/e-mail address below. The “Buddy List” system is designed to help students communicate with one another about retrieving information on missed class sessions. Students are expected to contact their “buddies” about missing class, sharing notes, and gathering information about the next class session. **It is the student’s responsibility to get notes from class sessions missed and keep up with the course schedule.** DO NOT email the professor about missed class notes. Students are allowed to have more than 3 buddies if they choose.

List of new buddies below:

Buddy #1 _____

Buddy #2 _____

Buddy #3 _____



Fall 2024 COURSE SCHEDULE
THIS SCHEDULE IS SUBJECT TO CHANGE

Week Number	Topic/Readings	Tests/Assignments
Week 1 Week of Aug 26 th	<ul style="list-style-type: none"> - Mon: Professor/Student Introductions, Syllabus Review - Wed: Ch 1- Crime, Criminal Justice, and Scientific Inquiry - Supplemental Readings: None 	Syllabus Quiz Due Monday
Week 2 Week of Sept 2 nd Labor Day Sept 2 (No Class)	<ul style="list-style-type: none"> - Mon: Chapter 2- Foundations of CJ Research - Wed: Applied Assignment 1 - Supplemental Readings: None 	No Class Monday
Week 3 Week of Sept 9 th	<ul style="list-style-type: none"> - Mon: Chapter 3- Ethics and CJ Research - Wed: Applied Assignment 2 - Supplemental Readings: None 	Applied Assignment 1
Week 4 Week of Sept 16 th	<ul style="list-style-type: none"> - Mon: Chapter 4- General Issues In Research Design - Wed: Writing Session 1 - Supplemental reading: Causation and Experimentation 	Writing Session 1- Brainstorm Research Proposal
Week 5 Week of Sept 23 rd	<ul style="list-style-type: none"> - Mon: Chapter 5- Concepts, Operationalization, and Measurement - Wed: Exam 1 	Exam 1 CH's 1-5



	<ul style="list-style-type: none"> - Supplemental Readings: None 	
Week 6 Week of Sept 30 th	<ul style="list-style-type: none"> - Mon: Chapter 6- Measuring Crime - Wed: Applied Assignment - Supplemental Readings: None 	Applied Assignment 2
Week 7 Week of Oct 7 th	<ul style="list-style-type: none"> - Mon: Chapter 7- Experimental and Quasi-Experimental Design - Wed: Applied Assignment 4 - Supplemental Readings: None 	Applied Assignment 3
Week 8 Week of Oct 14 th	<ul style="list-style-type: none"> - Mon: Chapter 8- Sampling - Wed: Applied Assignment 5 - Supplemental Reading: None 	Applied Assignment 4
Week 9 Week of Oct 21 st	<ul style="list-style-type: none"> - Mon: Chapter 9- Survey Research - Wed: Writing Session 2 - Supplemental Readings: None 	Writing Session 2 Brainstorming Draft 1 of Research Proposal Due
Week 10 Week of Oct 28 th	<ul style="list-style-type: none"> - Mon: Chapter 10- Qualitative Interviewing - Wed: Exam 2 - Supplemental Reading: 	Exam 2 CH 6-10
Week 11 Week of Nov 4 th	<ul style="list-style-type: none"> - Mon: Chapter 11- Field Observation - Wed: Applied Assignment 6 - Supplemental Reading: None 	Applied Assignment 5



Week 12 Week of Nov 11 th	<ul style="list-style-type: none"> - Mon: Chapter 12- Agency Records, Content Analysis, and Secondary Data Wed: Writing Session 3 Supplemental Reading: None 	Writing Session 3
Week 13 Week of Nov 18 th	<ul style="list-style-type: none"> - Mon: Chapter 13- Evaluation Research and Problem Analysis - Wed: Writing Session 4 - Supplemental Readings: 	Writing Session 4 Final Session Applied Assignment 6 (makeup, if needed)
Week 14 Week of Nov 25 th Thanksgiving Holiday Nov 28 th -29 th	<ul style="list-style-type: none"> - Mon: Chapter 14- Interpreting Data - Wed: Proposal Due 	Bulleted Research Proposal Due
Week 15 Week of Dec 2 nd	<ul style="list-style-type: none"> - Mon: Summarizing and Reporting Research - Wed: Exam 3 - Supplemental Reading: Mixed and Comparing Methods 	Exam 3 CH 11, 12, 13, 14, Supplemental Readings
Week 16 Week of Dec 9 th	Final Exams	

**Hey Student! Good job reviewing the whole syllabus! If you email me a cute picture/video of a PUMPKIN, since it's Fall, you will get 2 points of extra credit at the end of the semester. This is an exercise to see if y'all reviewed the whole syllabus. Put in the email subject line "Extra Credit CRIJ 3300 Fall 2024" for your extra credit points, and make sure the picture/video is super cute.*