SCHOOL OF HUMANITIES AND SOCIAL SCIENCES

CJS 4130: RESEARCH METHODS IN CRIMINAL JUSTICE

LECTURER: Ms. Elizabeth M. Otieno

EMAIL: elotieno@usiu.ac.ke

OFFICE: SCHOOL OF HUMANITIES AND SOCIAL SCIENCES (SHSS) Office No. 17

COURSE DESCRIPTION

Research Methods in Criminal Justice is designed to help students learn the various ways in which criminal justice questions can be answered. Many of these questions can be addressed in multiple ways, with multiple techniques, each having their own advantages and disadvantages. Discussing and evaluating these techniques for criminal justice related questions is the overall focus of this course. Major topics related to this overall focus include research ethics and human participant guidelines, the nature of causation versus correlation, experimental and survey research designs, sampling, qualitative research, the advantages and disadvantages of experimental, survey, and qualitative research designs, and reliability and validity among others.

This course is primarily designed as an introduction and evaluation of several "research methods" so that students become intelligent consumers of research. It is geared toward those who desire a basis for

graduate school and/or a foundation of research methods for their chosen occupation. This course covers a wide variety of topics to help illustrate the research process in the social sciences.

Prerequisites: CJS 1101

PURPOSE

This course introduces the basic concepts involved in conducting research in the areas of the criminal justice system, criminology and victimology. Through lectures, group discussions, and readings, this course familiarizes students with the social scientific methods that are necessary for systematic analysis of crime trends, offender behaviour, program effectiveness, and public attitudes about crime and justice. Through this course students become capable of developing an idea, investigating and critiquing how it has been researched, and developing a research design. This course will allow students to become both producers and critical consumers of criminal justice research.

This course is required for all Criminal Justice Studies (CJS) majors. This course is designated as a 'information literacy intensive course'. Courses designed as 'information literacy intensive' help students become engaged in using a wide variety of information sources to expand their knowledge, ask informed questions, and sharpen their critical thinking and thus increases the opportunities for student self-directed learning. They engage students in the acquisition of knowledge, information seeking skills, attitude to exploit information, and competencies for academic pursuits and lifelong learning.

ALIGNMENT TO USIU-AFRICA MISSION OUTCOMES

This course provides knowledge and skills that meet the following PLOs: 1. Higher order thinking; 2. Literacy; 3. Global understanding and Multicultural perspectives; 4. Preparedness for career.

The learner is expected to demonstrate the following program learning outcomes at the end of the course:

1. Apply relevant theories of crime to analyse crime in society and the criminal justice system's response. (PLO 2)
2. Appraise the role of ethics and diversity in criminal justice procedures in decision making as a criminal justice professional. (PLO 3)

3. Use ICT and emerging technological innovations in the analysis of crime and management of the criminal justice system. (PLO 4)
4. Conduct research in a criminal justice field. (PLO 5)

LEARNING OUTCOMES:

Upon completion of this course, students will be able to:

1. Understand social science frameworks for scientific social inquiry
2. Understand the various methods for conducting empirical research in criminal justice
3. Examine trends and patterns in the use of various research methods in criminal justice
4. Analyze and evaluate important research terms, concepts, and techniques in criminal justice
5. Articulate informed opinion about the value of empirical research
6. Critically evaluate information sources for reliability, validity, authority, and timeliness before making judgements.
7. Demonstrate an understanding of intellectual property, copyright and fair use of information.
8. Appreciate the benefits of applied research
9. Develop viable research proposals that explores/examines issues in criminal justice

COURSE SCHEDULE & READING GUIDE

WEEK	TOPIC/SUBTOPIC	Lecture reading assignments
Week 1:	**Introduction to Crime, Criminal Justice, and Scientific Inquiry** • **Why Study Research Methods?** • **The role of science** • **Purposes of research** • **The nature of science and research**	**Reading:** **Maxfield & Babbie (2011), Chapter 1** **Bachman & Schutt (2011), Chapter 1**
Week 2:	**Philosophical & Theoretical Foundations of Criminal Justice Research** • **Philosophical Foundations** • **Creation of the social science theory** • **Differing avenues for inquiry** • **Theory, Research, and Public Policy** • **Potential errors in causal explanation**	**Reading:** **Maxfield & Babbie (2011), Chapter 2** **Bachman & Schutt (2011), Chapter 2**

Week 3:	Ethics in Criminal Justice Research	Reading:
	• Ethical issues in criminal justice research • Special problems • Promoting compliance with ethical principles • Institutional review boards • Science and politics	Maxfield & Babbie (2011), Chapter 3 Bachman & Schutt (2011), Chapter3
Weeks 4 & 5:	Research Design • Designing a research question • Conceptualizing and Operationalizing • Reliability and Validity • Quantitative Measurement • Selecting a Research Design • Types of Designs: Qualitative versus Quantitative Designs	Reading: Maxfield & Babbie (2011), Chapter 4, 5, & 6 Bachman & Schutt (2011), Chapters 4 & 6 Trochim. Donnelly & Arora (2014), pp. 56-62

Week 6:	Qualitative Approaches to Research
	• Foundations of Qualitative Research
	• Types of Qualitative data:
	  ✓ Case Study
	  ✓ Ethnography
	  ✓ Phenomenology
	  ✓ Field Research/narrative
	  ✓ Grounded Theory
		Reading:
		Maxfield & Babbie (2011), Chapter 10
		
		Trochim. Donnelly & Arora (2014), pp. 56-62

Week 7	MID -TERM EXAMS	

Week 8	Quantitative Approaches to Research
	  ✓ Experimental research designs
	  ✓ Survey Research design
	  ✓ Foundations of Survey Research
	Mixed Methods Approach
	Study Population and Study Sample
		Reading:
		Maxfield & Babbie (2011), Chapters 7 & 9
		
		Bachman & Schutt (2011), Chapters 7 & 8

Week 9	Sampling
	• The concept of Sampling
	• Sampling terminologies
	• Types of Sampling
	• Sampling Methods
	  ✓ Nonprobability Sampling Methods
	    ▪ Accidental, Haphazard, or Convenience Sampling;
	    ▪ Purposive Sampling;
	    ▪ Quota Sampling;
		Reading:
		Maxfield & Babbie (2011), Chapter 8
		
		Trochim. Donnelly & Arora (2014), pp. 80-105, 176-179
		
		Bachman & Schutt (2011), Chapter 5

	▪ **Snowball Sampling.** ✓ **Probability Sampling Methods** ▪ **Sampling Frame** ▪ **Simple Random Sampling;** ▪ **Stratified Random Sampling;** ▪ **Systematic Random Sampling;** ▪ **Cluster (Area) Random Sampling** • **How big should the sample be?**	
Week 10	**Methods of Data Collection** • **Qualitative Data Collection Techniques** ✓ **Participant Observation** ✓ **Direct Observation** ✓ **Unstructured Interviewing** ✓ **Focus Group Discussions** ✓ **Document analysis** ✓ **Content Analysis** ✓ **Life Histories**	**Reading:** **Maxfield & Babbie (2011), Chapters 10 & 11** **Trochim, Donnelly & Arora (2014), pp. 63-67** **Bachman & Schutt (2011), Chapters 9 & 10**
Week 11	**Methods of Data Collection** • **Quantitative Methods of Data Collection** ✓ **The Survey Method** ▪ **Self-administered Survey** ▪ **Interview Surveys** ▪ **Telephone Surveys** ▪ **Internet Survey**	**Reading:** **Maxfield & Babbie (2011), Chapter 9** **Trochim. Donnelly & Arora (2014), pp. 172-175** **Bachman & Schutt (2011), Chapter 12**
Week 12	**Evaluation and Policy Analysis**	**Reading:** **Maxfield & Babbie (2011), Chapter 13** **Bachman & Schutt (2011), Chapter 11**
Week 13	**The Structure of Research Report/ Components of a Research Study** • **Preliminary Pages** ✓ **Title Page** ✓ **Declaration** ✓ **Abstract** ✓ **Acknowledgement** ✓ **Table of Contents** • **Body of Report** ✓ **Introduction**	**Reading:** **Bachman & Schutt (2011), Chapter 13** **Trochim. Donnelly & Arora (2014), pp. 328-334,**

	✓ **Literature Review** ✓ **Methodology** ✓ **Findings/Results** ✓ **Discussion, Conclusions and Recommendations** • **Reference List** • **Appendices**	
Week 14:	**FINAL EXAM**	

TEACHING METHODOLOGY

- **Lectures –** Lectures offer an established basis for delivering core knowledge about the subject. Lectures will not necessarily reflect but rather complement the readings provided. **Lectures will be delivered on-line every Tuesday and Thursday from 1.20 pm to 3.00 pm via Zoom.**

- **Power Point –**The lecturer may use power point slides to deliver the content of the lecture.

- **Class presentations/Group Discussions -** This will encourage students to work together in researching, presenting and assessing their own work.

- **Student participation –** Students are encouraged to interact in class. Student participation is very important. The students' skills that will be developed include critical thinking and oral presentation skills directed towards criminal justice discourse.

- **Media sources –** students are encouraged to watch certain TV programs, documentaries and movies that will highlight some of the concepts taught in class.

- **Office hours –** students are encouraged to utilize the office hours allotted to them. The lecturer will use these hours to address individual problems or difficulties.

TECHNOLOGY REQUIREMENTS

During the Spring 2021 semester CJS 4130 shall be taught online therefore students will require access to the Internet. The university has been closed temporarily following Kenyan government restrictions, thus students will not be able to access campus computer labs. They are therefore

required to have access to their own computers and high-speed Internet Service Providers. USIU-Africa has partnered with Safaricom and Telkom to provide students with subsidized mobile data bundles to enhance e-learning and teaching. **Additionally, each student's computer must have a microphone and a webcam, which will be used not only for class purposes but are also required for tests and exams.**

Proficiency

The student should have basic computer skills. He/she should be able to send and receive emails with or without attachments. He/she should be able to use a web browser and find web resources through search engines. The student's computer is required to have software such as Zoom and the Respondus Lockdown Browser. Thus, the student should be able to download and install software and/or view electronic files. The student should be familiar with using browser plug-ins, such as, PDF reader, video and audio.

The course involves a number of activities and tasks that require the student to be proficient in a word processing software (Microsoft Word), presentation software (Microsoft PowerPoint), or such other productivity applications required by the course. Only certain file formats can be submitted to Blackboard; therefore, students should be familiar with a variety of file formats such as: .rtf "Rich Text Format", .doc or .docx "Microsoft Word Document", and .txt "Text document", etc.

Students must have the skills to use their computer and the Internet to participate in this course. Failing to possess these skills may be the difference between a passing and a failing grade in this course. The instructor uses Blackboard Learn to store important course documents, such as the syllabus, course texts, and reading materials that students must retrieve to pass the class. Students will also use Blackboard Learn to have online discussions, collaborate on assignments outside of the physical classroom, and sit exams/tests. The student should be self-directed in learning new technology skills. They should be able to follow a handout, a step-by-step tutorial, online video help, or access support to learn necessary skills.

Computer Minimum Requirements

The following minimum hardware and software requirements are necessary in order to access an online class through USIU-Africa's current version of Blackboard Learn. (See table below). Be sure to check your course syllabus and discuss technology needs with your instructor as early in the class as possible. Most of the materials students will be accessing in Blackboard will consist of web pages, Microsoft documents or Adobe Acrobat files. Students should therefore ensure that their computers have the following applications, Microsoft Office, Adobe Acrobat Reader and a video player such as VLC Media Player.

	Minimum	Recommended
Operating System	Windows 7 or higher Mac OSX 10.8 or higher	Windows 10 Mac OS 10.12
Processor	1 GHz processor	2 GHz or faster processor
Memory	512 MB of RAM	2 GB of RAM or higher
Monitor Resolution	1024 x 768	1024 x 768 or higher
Free Hard Disk Space	5 GB of free disk space	20 GB or higher of free space
Internet Connection	Broadband (high-speed) Internet connection with a consistent minimum speed of 1.5 Mbps.	Broadband (high-speed) Internet connection with a speed of 4 Mbps or higher
Internet Browser	Respondus Lockdown Browser and IE11, Microsoft Edge, Safari, Chrome or Firefox	Respondus Lockdown Browser and Firefox
Macromedia Flash Player	Flash may be required to play videos within the Blackboard system. You can download Flash from the Adobe website.	

Table sourced from ualr.edu

Students are required to have regular, reliable access to a computer with a stable broadband Internet connection.

The online lectures will be conducted via Zoom**.** The students are therefore required to download and install the application in their computers. To download and install the Zoom Application, go to **https://zoom.us/download** and from the Download Center, *click* on the **Download** button

under "Zoom Client for Meetings". This application will automatically download when you start your first Zoom Meeting. Once the download is complete, *proceed* with **installing** the Zoom application onto your computer.

<u>Access & Navigation</u>

This course will be enhanced using Blackboard, the Learning Management System used by USIU-Africa. To log in to the course, go to: **https://blackboard.usiu.ac.ke/webapps/login/**.

Students need their usernames and password to log in to the course. If you do not know your username or have forgotten your password, contact the ICT department at helpdesk@usiu.ac.ke. Once you log in to Blackboard, click on 'My Courses' and **select CJS4130A**.

After logging in to the course, students will notice that the weekly/unit content area is located on the left navigation bar. These weekly/unit content areas are identified as Week 1, Week 2, etc. This corresponds to the course schedule located in the syllabus. Student should access course materials by clicking on the proper weekly/unit content area. Students should read the weekly overview that contains information about what is to be covered in class, along with a series of weekly tasks (these tasks correspond to the links available in each weekly unit and to what appears in the syllabus).

Students should then click on the **Course Content link** and take the time to read/view any material/presentations the instructor has posted. The lecture/presentation is an attempt to integrate information from the course readings and includes information from the text/readings as well as other information that the instructor considers important to your understanding of the subject matter.

COURSE REQUIREMENTS AND ASSESSMENT

Attendance, Preparation, & Participation

Class attendance is mandatory and will be taken during each class session. **Seven (7) absences will result in failure of the class (F)**. **This means that even if you earned 90% in the course evaluation which should earn you an 'A' grade, you will earn an automatic 'F' grade.** Any late arrivals or absences should be reported to the instructor in advance either through e-mail or phone call. The course involves in-class activities and discussions; therefore, participation is integral. To enhance your participation and the quality of your contributions you need to go through the assigned readings and prepare adequately before each class. The class sessions supplement the assigned readings. This course is collaborative; its success is dependent upon your coming to class prepared, ready to contribute, and with a positive attitude. **Attendance and participation constitute 5% of the final grade.**

Excuses are only allowed for cases of illness, unavoidable circumstances, or university extracurricular activities approved by the Dean or the DVCAA. Illnesses should be documented by a medical professional and by the USIU-Africa health center. Unavoidable circumstances should be described in writing, and the Instructor reserves the right to override what the student deems as unavoidable. Extracurricular activities are normally notified to the faculty via email from the relevant department. **Note that even if you have been excused from class it still constitutes an absence and shall be treated as such.**

'Three Tardies Equals One Absence' Rule is applied. Tardiness is defined as twenty minutes of any class meeting time, regardless of whether it occurs at the beginning of class (late), the middle of class (break), or end of class (leaving early). Anyone suspected of abusing or exploiting this definition by deliberately and repeatedly keeping it just under twenty minutes will be penalized the same as others, and referred for behavioral disruption.

Attendance is taken during every class meeting. **You are required to type your name and student ID number in the "Chat" section of the Zoom application**, which will be used to deliver the online lectures. The instructor reserves the right to do random roll calls during the Zoom sessions in the course of the semester if she deems it necessary.

In the event that classes are cancelled for any reason, the material scheduled for the cancelled date is automatically rescheduled for the next class meeting. This includes exams or other work due on the cancelled date. In the event that the instructor cannot make it to a class meeting, there will be an announcement on the announcements page of Blackboard.

To pass this course, you must complete all assignments, all tests/quizzes, a mid-term examination and a final examination. If you are unable to complete an assignment, you need to make a <u>written request</u> by the end of the semester to get an Incomplete "I" grade. An "I" changes to an automatic 'F' at the end of the next semester if you have not completed the missing assignment. The instructor has no obligation to accept a request for an "I" grade; he/she will weigh the merits of each request and make the appropriate decision.

<u>**Written Assignments**</u>

The main aim of written assignments will be to teach learners to express their ideas clearly and concisely. Completed assignments must be submitted to the course instructor **on or before the stipulated deadline**. Further information on these will be provided in class as the course progresses. **Overdue assignments will earn an automatic zero (0) score. If a student cannot meet the set deadline for an assignment because of circumstances beyond his/her control, he/she must inform the instructor <u>before</u> the set deadline and <u>not</u> thereafter.**

The format for written assignments is 1.5-line spacing with font pattern New Times Roman, size 12. Although USIU-Africa has general guidelines regarding writing researched papers, additional course-specific guidelines regarding written assignments may be provided. The written assignments are intended to encourage individual research into a topic of concern. Written

assignments place particular emphasis upon the acquisition of relevant critical, analytical and evaluative skills.

Papers will be graded using the REOS method: Reasoning (Logic), Evidence (Sources), Observations (your Personal touch), and Substance (how Significant or Profound you are). The length of your papers will vary depending on the nature of the assignment. Essays should range between 3 - 5 pages with a maximum of 10 pages, while term papers should range between 7 - 10 pages with a maximum of 15 pages. No extra credit will be given for a longer paper.

Academic Integrity

USIU-Africa has introduced a software program to assist in the detection of plagiarism called SafeAssign on Blackboard. SafeAssign is a text matching software that provides a report on whether a student's work is original in thought and deed. It is therefore prudent for all works to include full and correct referencing.

To this end, all written assignments should be submitted through SafeAssign on Blackboard. The accepted maximum plagiarism level is 20%. Cases of suspected plagiarism will result in an automatic zero (0) mark and failing grade (F) for the course. To avoid any disappointment or problems, especially with regard to the plagiarism report, please ensure you submit your drafts of the assignments as early as possible. If you experience any difficult seek help as soon as possible, DO NOT WAIT UNTIL THE ASSIGNMENT IS DUE.

Exams

There will be one on-line midterm exam and one on-line final exam. The examinations form 50% of the overall assessment. Although considerable choice is availed, the questions ensure that all students acquire a substantial grasp of the course content.

Absolutely no make-up exams will be allowed. Consistent with University regulations, students experiencing any difficulties must consult the office of the Dean of the school of Humanities and Social Sciences.

ASSESSMENT

The course will be assessed as follows:

- Attendance   5%
- Assignments   30%
- Quizzes   15%
- Mid-semester Exam   20%
- Final Exam   30%
- **TOTAL   100%**

COURSE MATERIAL

Core Readings

Maxfield, M. G., and Babbie, E. R. (2011). *Research Methods for Criminal Justice and Criminology* (6th ed.). Wadsworth, Cengage Learning.

Bachman, R. and Schutt, R. K. (2011). *The Practice of research in Criminology and Criminal Justice* (4th ed.). Sage Publications.

Trochim. W. M, Donnelly, J. P., and Arora, K. (2014). *Research Methods: The Essential Knowledge Base* (2nd ed.). Boston: Cengage Learning.

N/B: Additional materials will be introduced in the course of the semester.

USIU-AFRICA GRADING SYSTEM

A	90-100	C+	74-76	D-	60-61
A-	87-89	C	70-73	F	0-59 OR 7 MISSED
B+	84-86	C-	67-69	CLASSES	
B	80-83	D+	64-66		
B-	77-79	D	62-63		

COURSE POLICIES AND PROCEDURES

1. **Do read your syllabus:** A syllabus is a contract between the instructor and learners. It is your duty to make sure you understand course requirements, policies, assignments and your responsibilities as a student. Requirements are not up for re-negotiation at the end of the semester. Ask questions if you are confused about anything on the syllabus.

2. **Do seek Help:** If you have questions or need help contact your instructor promptly! Do not wait until the last week of the semester if you are having trouble. At that point in time, it is usually too late to do anything meaningful.

3. **To pass this course:** you must complete all assignments, all tests/quizzes, a mid-term examination and a final examination. Completed assignments must be submitted to the course instructor on or before the stipulated deadline. **Overdue assignments will earn an automatic zero (0) score.**

   If you cannot meet the set deadline for an assignment because of circumstances beyond your control, you must inform the instructor before the set deadline and <u>not</u> thereafter. **If you are unable to complete an assignment or sit either a quiz or an exam, you need to make a written request to the course instructor by the end of the semester to get an "Incomplete" ("I") grade.** An "I" changes to an automatic 'F' at the end of the next semester if you have not completed the missing assignment or sat the exam/quiz. The

instructor has no obligation to accept a request for an "I" grade; she will weigh the merits of each request and make the appropriate decision.

4. **Beware of Cheating:** Plagiarism and any other form of cheating will not be tolerated. This is consistent with the USIU-Africa policy governing acts of misconduct. If you are unsure about what constitutes cheating, the instructor will gladly to clarify it for you. Anyone found to be engaging in plagiarism and other forms of cheating with respect to assignments, tests and examinations will receive a failing grade (F) for the course.

5. **Class Etiquette:** Please respect other students and the instructor by logging into the Zoom sessions on time and staying until the class is over. If circumstances require you to arrive late or leave early, please inform the instructor beforehand. Please do not engage in disruptive behavior during the online Zoom lectures.

6. **E-mail Communication*:* You are free to communicate with your instructor via e-mail. Do note however, that the instructor is not on-call 24/7. The instructor may not check her work e-mail over the weekend or on holidays. She also does not check her incoming e-mail throughout the day. She will strive to respond to an e-mail within 24 hours of receiving it during the week and, Weekend e-mails will receive a reply by Tuesday at the latest.

7. **Class attendance:** Please note the university policy as regards class attendance. Failure to attend seven (7) classes or more will result in an automatic F grade. It is upon you as a student to keep a record of the number of classes you have missed. Please do not ask the instructor the number of classes you have missed.