CJCB 308 – Crime Analysis

COURSE SYLLABUS

Term:	Spring 1	Year:	2024

INSTRUCTOR INFORMATION

Instructor Name:	Robert Mallett
Office Phone:	254-541-7662
A&M Commerce Email Address:	robert.mallett@tamuc.edu
Instructor Notes:	If for any reason you have an emergency or time sensitive issue with course material, please email me and follow up with a text. In the text, please give your name, CWID, course, and a short message and I will respond as soon as possible.

Office Location: Online/Remote
Office Hours: Email, Telephone, or Virtual by Appointment
Preferred Form of Communication: Email
Communication Response Time: 24 Hours or Less (Grading of assignments is typically not completed in 24 hours or less)

COURSE INFORMATION

Materials

This course has been designed using Open Educational Resources (OER) and/or materials that are available through the Waters Library. All materials are embedded within the course or are accessible via the internet or accessible through the Waters Library resource portal. After taking the pretest, students are encouraged to bookmark, download, or save materials provided via the internet for use with assignments and projects in this class.

Supplemental Materials

Links and files will be provided in the document-sharing tab within the course.

Program Description

BSCJ WITH EMPHASIS IN LAW ENFORCEMENT LEADERSHIP DESCRIPTION

The Bachelor of Science in Criminal Justice with an emphasis in Law Enforcement Leadership (BSCJ-CJCB) at Texas A&M University-Commerce is a 100% online, competency-based program designed specifically for first responders: law enforcement, peace officers, and military personnel with existing work experience, police academy training, or other certifications. Courses are offered in an accelerated format, so students can move swiftly through material they already have mastery over, and focus more attention on topics that are new and challenging to their existing knowledge base. The courses are self-paced, so students can work according to their own schedule. Students in the BSCJ-CJCB program develop practical workplace competencies that meet current and future challenges facing first responders today.

COURSE DESCRIPTION

This course provides an introduction to and overview of crime analysis. As you work through this course, you will see how foundational statistics and data analysis are used to understand crime. You will have an opportunity to apply your knowledge of crime analysis as you complete a proposal to create a special criminal intelligence unit or Real Time Crime Center to address a specific crime type or location.

Module 1 provides an overview of common statistics used to analyze crime data. The content will not get too technical and, instead, will focus on the application of statistics.

Module 2 explores qualitative and quantitative analysis and then uses MS Excel to create a spreadsheet and a graph. Don't worry if you don't know MS Excel. There is a tutorial that will walk you through the process, step-by-step.

Module 3 discusses the importance of using evidence-based information in policing.

Module 4 provides an overview of the leading data sources for crime data, the UCR/NIBRS and the NCVS.

Module 5 provides information about Real Time Crime Centers (RTCCs) and how they can help law enforcement agencies.

COMPETENCIES - STUDENT LEARNING OUTCOMES

Students must demonstrate mastery of all competencies to successfully pass the course:

1. Understand and define statistics.
2. Identify examples of qualitative and quantitative data analysis.
3. Understand and define Evidence-Based policing.
4. Identify different sources of data for analysis.
5. Describe how Real Time Crime Centers are utilized.

This course will help build mastery toward each of these skills:

1. Communication
2. Critical Thinking/ Decision Making
3. Leadership

REGULAR AND SUBSTANTIVE COURSE INTERACTION

As a general guide, students enrolled in a three-semester hour course should spend one hour engaged in instructional activities and two to three hours on out-of-class work per week in a traditional semester. Students are expected to double this effort of engagement given that this course is being delivered in a seven-week term. Educational activities in this course are designed to ensure regular

and substantive interaction between students and faculty to ensure that students can demonstrate competency.

COURSE REQUIREMENTS

Minimal Technical Skills Needed: Students will need reliable computer and internet access for this course. Students must be able to effectively use myLeo email, myLeo Online D2L, and Microsoft Office.

Instructional Methods: This course is an online course. Students are responsible for setting their own pace and must complete all quizzes and assignments.

Student Responsibilities or Tips for Success in the Course: To be successful in this course, all content and course modules should be read and reviewed. All assignments and quizzes (both graded and not graded) should be completed. Please contact the instructor by email for any assistance.

ASSESSMENT

Course Pretest

The purpose of the pre-test is to provide a baseline understanding of your knowledge in this competency. Pre-tests are taken once. The pre-test is required before you begin studying module materials. Students are required to complete all course items including the posttest even if scoring 80% or higher on the pre-test. The grade on the pretest does **not** count in the final grade for this course.

Module Pretest

An assessment at the beginning of each module. The pre-test is required before you begin studying course materials. The purpose of the pre-test is to provide a baseline understanding of your knowledge of the competencies within the module. Pre-tests are taken once and should be completed prior to reviewing the course materials.

Module Posttest

An assessment at the end of each module is intended to emphasize key concepts, theories, processes, etc., introduced in the module. The end-of-module comprehensive project or test assesses student knowledge and understanding of major concepts, theories, processes, etc., in the course/module. **A score of 80% or higher** is required to demonstrate competency and pass the course (no matter the overall grade in the course). **DUE DATE if you want feedback for revisions: End of week 6. HARD DUE DATE: Last day of week 7, Friday by 11:59 PM CST**.

If you score less than 80% on the module project or test, you will have an opportunity to review the material and resubmit the project two additional times. Students who fail the module project or test should review feedback from the instructor before reattempting a submission. If the project score is less than 80% within three attempts, students will receive a grade of “F” in the course and will be required to retake the course in the new term. Do NOT submit past work without permission from the instructor.

Course Posttest

The end-of-course culminating comprehensive project assesses student knowledge and understanding of major concepts, theories, processes, etc., in the course. **A score of 80% or higher** is required to demonstrate competency and pass the course (no matter the overall grade in the course). **DUE DATE: if you want feedback for revisions: End of week 6. HARD DUE DATE: Last day of week 7, Friday by 11:59 PM CST**.

If you score less than 80% on the course project, you will have an opportunity to review the material and resubmit the project two additional times. Students who fail the module project should review feedback from the instructor before reattempting a submission. If the project score is less than 80% within three attempts, students will receive a grade of “F” in the course and will be required to retake the course in the new term. Do NOT submit past work without permission from the instructor.

Acceleration Process

Students enrolled in competency-based education courses in the College of Innovation and Design are permitted to accelerate from one CBE course to another during a seven-week academic term under certain conditions. The request to accelerate from one course to another must be initiated by the student upon successful completion of currently enrolled CBE courses. Students are responsible for maintaining communication with faculty and their assigned advisor(s) throughout the acceleration process. Students who fail a course or who drop/withdraw from a CBE course are not eligible for acceleration. Student may only request permission to accelerate in one course at a time. Request to accelerate is initiated and completed by 5:00 pm CST on the fifth Friday of a seven-week academic term.

Process

1. Student successfully completes all required coursework in their CBE courses(s) with a grade of "A" or "B."
2. Student receives emailed verification from the assigned instructor that the course has been satisfactorily completed (Grade of A or B only).
3. Student contacts assigned advisor to provide proof of completion and discuss eligibility for acceleration into another course.

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are the technical requirements

Learning Management System (LMS) Requirements:
View the Learning Management System Requirements Webpage.

LMS Browser Support:
Learn more on the LMS Browser Support Webpage.

YouSeeU Virtual Classroom Requirements:
Visit the Virtual Classroom Requirements Webpage.

Access And Navigation

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

Communication and Support

If you have any questions or are having difficulties with the course material, please contact your instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found on the Brightspace Support Webpage.

Interaction with Instructor Statement

This is an online course; therefore, expect most communication to be online as well. If you have any questions or are having difficulties with the course material, please contact your instructor. Correspondence will always be through university email (your "myLeo" mail) and announcements in myLeo online (D2L). The instructor will make every effort to respond to emails within 24 provided the correspondence follows the requirements listed below. Students are encouraged to check university email daily.

All emails from students should include:

- **Course name and subject in the subject line (ex. EDCB 517 – Posttest)**
- **Salutation**
- **Proper email etiquette (no "text" emails – use proper grammar and punctuation)**
- **Student name and CWID after the body of the email**

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail online in the Student Guidebook.

Students should also consult the Rules of Netiquette Webpage for more information regarding how to interact with students in an online forum.

TAMUC Attendance

For more information about the attendance policy, please view the Attendance Webpage and the Class Attendance Policy

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all their scholastic work. For more details and the definition of academic dishonesty see the following procedures:
Undergraduate Academic Dishonesty 13.99.99.R0.03
Undergraduate Student Academic Dishonesty Form
Graduate Student Academic Dishonesty Form

CID Policy on Academic Integrity

Academic dishonesty includes cheating, complicity in cheating, multiple submissions (or substantial portions) of the same work for credit without authorization, submitting another's work, plagiarism, submitting algorithmically (AI) plagiarized work, and other acts that may reasonably be called academic dishonesty.

- Students who commit academic dishonesty will receive a grade of 0 for the assignment in the course and be issued a Written Warning that is reported to the CID Assistant Dean's office and listed in a database.

- If the student does NOT have a previous Written Warning for academic dishonesty reported in CID courses and has additional attempts available for the assignment, the student may resubmit the assignment (this applies to CBE courses only).
- If the student has a Written Warning of academic dishonesty reported in CID courses, the student may NOT resubmit the assignment, and the instructor will follow the procedure detailed in Policy 13.99.99.R0.03 for Undergraduate Academic Dishonesty and report the incident to the Provost Office.

Use of Artificial Intelligence

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

Students with Disabilities-- ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu
Website: Office of Student Disability Resources and Services

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information, or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC)

46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

A&M-Commerce Supports Students' Mental Health – Counseling Services

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

COURSE OUTLINE / CALENDAR

Learning Objectives and Competencies	Materials to Read or Review	Assignments
Before you Begin Modules	**Meet Your Instructor**	**Introduction Email** **Course Pretest**
Module 1 Objective- Define Statistics	**Read:** "Intro to Stats" and "Central Tendencies" **Review:** "Cooking the Books" **View:** "Introduction to Statistics"	MODULE 1 Pretest MODULE 1 Posttest
Module 2 Objective- Identify examples of qualitative and quantitative data analysis	**Read:** "Graphing Distributions" and "Misleading graphs" **Review:** "Tutorial on Excel" **View:** "Excel Dude"	MODULE 2 Pretest MODULE 2 Posttest
Module 3 Objective- Define evidence-based policing	**Read:** "Evidence-Based Policing" and "Community Policing vs Broek Windows" **Review:** ASEBP links **View:** "Evidence-Based Policing"	Module 3 Pretest Module 3 Posttest
Module 4 Objective- Identify Common sources of data used for analysis	**Read:** "UCR/NIBRS" and "NCVS" **Review:** "Data Analysis Tools", "LEARCAT", & "BJA User Guide" **View:** "NIBRS Change Management"	MODULE 4 Pretest MODULE 4 Posttest
Module 5 Objective- Identify and define the benefits and roles of an RTCC.	**Read:** "RTCCs" **View:** "MCSO RTCC"	MODULE 5 Pretest MODULE 5 Posttest
Course Posttest		Culminating Project

FINAL GRADE

A score of 80% or higher on each of the Module Posttests and the Culminating Project is required to demonstrate competency and receive credit for the course. The following items will be used to calculate the final grade in the course.

Item	**Worth**
Module 1 Posttest	100 points
Module 2 Posttest	100 points
Module 3 Posttest	100 points
Module 4 Posttest	100 points
Module 5 Posttest	100 Points
Course Posttest (Culminating Project)	100 Points
Total	**600 Points**

Final grades in this course will be based on the following scale:

Grading Scale

A = 90%-100%

B = 80%-89%

F = 79% or Below