

Course Outline

**COURSE:** CRCJ 3002 F Qualitative Research Methods

**TERM:** Winter 2021

**PREREQUISITES:** CRCJ 1000 and third year standing

**CLASS:** **Day & Time:** Friday 8:35am-11:25am (lectures will be asynchronous and complimented by synchronous guest speakers and tutorials)

**Room:** On-line CU Learn

**INSTRUCTOR:** Dr. Erin McCuaig-Lambrinakos  
**(CONTRACT)**

**CONTACT:**

**Office Hrs:** Online – by appointment only

**Email:** [erin.mccuaig@carleton.ca](mailto:erin.mccuaig@carleton.ca)

Student questions sent by email generally receive a response within two to three business days. If the information sought can be found on the syllabus or Carleton University website, the email will not be responded to. To minimize potential viral contamination, please do not include attachments in emails and please only use your Carleton University email address when emailing the instructor.

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**Academic Accommodation**

You may need special arrangements to meet your academic obligations during the term. For an accommodation request the processes are as follows:

**Pregnancy obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or Faculty of Public Affairs 20 Teaching Regulations 2020-21 as soon as possible after the need for accommodation is known to exist. For more details [click here](#).

**Religious obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details [click here](#).

**Academic Accommodations for Students with Disabilities:** The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism

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Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520- 6608 or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your Letter of Accommodation at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the [PMC website](#) for the deadline to request accommodations for the formally scheduled exam (if applicable).

### **Survivors of Sexual Violence**

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and where survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: <https://carleton.ca/equity/sexual-assault-support-services>

### **Accommodation for Student Activities**

Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation must be provided to students who compete or perform at the national or international level. Write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist <https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>

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## **COURSE DESCRIPTION**

Official description: Methods used to conduct qualitative research. Topics include field research, interviewing, ethnographic research, content analysis and ethics.

Specific course objectives: The goal of this course is to provide students with a comprehensive understanding of the qualitative research process. Over the course of the semester, students will:

- Review the research process, namely, the development of research questions, annotated bibliographies, literature reviews, research design/sampling, observational notations, coding, and data analysis
- Acquire knowledge of critical epistemological and theoretical formulations of qualitative design and analysis
- Examine various modes of data gathering such as participant observation, content analysis, in depth interviewing and ethnomethodology
- Learn and reflect on ethical issues in qualitative research, the importance of reflexivity, anti-oppressive research, and Indigenous knowledges/methodologies
- Conduct a qualitative research project (specific to content analysis)

## **REQUIRED TEXTS**

van den Hoonaard, D.K. (2019). *Qualitative Research in Action: A Canadian Primer*. (3rd Ed.) Don Mills: Oxford University Press. Electronic copies can be purchased at:  
<https://www.vitalsource.com/enca/products/qualitative-research-in-action-deborah-k-van-den-hoonaard-v9780199030064>

Hard copies can be purchased or ordered/shipped through the Carleton University Bookstore:  
<https://www.bkstr.com/carletonstore/home>  
(613)520-2600 ext.3832

Links to additional readings will be available through ARES or links posted on the cuLearn course website.

## **TEACHING APPROACH**

Lectures will be asynchronous (pre-recorded and posted on CU learn every Friday by 8:35am). Please note that the weekly lectures will only be available for 7 days following the date of posting. It is your responsibility to ensure that you watch the lectures and take notes on them accordingly within this timeframe. Email requests asking to reinstate pre-recorded lectures for longer periods of time will not be responded to. Exceptionally, there may be a discussion, guest presentation or TA tutorial that will be live (and will not be recorded) on Zoom. If so, students will be notified through CU learn announcements. Course material will be disseminated within the tradition of the lecture style. Documentaries, podcasts, and guest speakers may be incorporated where appropriate to add depth and specificity to weekly topics covered.

## **EVALUATION**

All course requirements MUST be fulfilled to receive a passing grade. There is no possibility for make-up or extra credit assignments, therefore students are to please refrain from emailing the instructor regarding this. Late submissions will receive a deduction of 2% per day to a maximum of 7 days at which point the assignment will receive a mark of: 0.

Occasionally, students encounter circumstances beyond their control where they may not be able to write a final examination or submit a take-home examination. Examples of this would be a serious illness or the death of a family member. If you miss a final examination and/or fail to submit a take-home examination by the due date, you may apply for a deferral as per the University Regulations in [Sections 4.1 – 4.4 of the Undergraduate Calendar](#).

COVID-19 note: Deferrals require supporting documentation, normally this is in the form of a medical note by a physician. We understand during the current COVID-19 situation, this may be difficult to obtain. You may elect to submit the [self-declaration form](#) instead of obtaining a medical note.

Please note that by completing and submitting a Deferral Application you are authorizing the

Registrar's Office to contact those who have provided documentation submitted with your application, including but not limited to medical documentation, for purposes of verifying authenticity. Important Note: If you are a potential graduate, your graduation may be delayed.

Any questions related to deferring a final examination or take-home examination should be directed to: Registrar's Office 613-520-3500 (Phone)  
[registrar@carleton.ca](mailto:registrar@carleton.ca)

Student reservations regarding grading are to be addressed with the primary marker within the first week of receiving the grade. Should the student continue to take issue with the grade, they can contact the instructor. The meeting must be accompanied by a 1-page summary outlining the issue with marking and reasons/evidence for re-evaluation. Following this, a re-evaluation will be made, however it is important to note that the grade can either 1) stay the same 2) increase or 3) decrease. If the grade is lowered, the original higher grade cannot be reinstated. Kindly note that this does not replace the formal process of grade appeal.

### **1) Annotated bibliography & research proposal (30%)      Due: February 12, 2021**

You are required to conduct a search of the scholarly literature pertaining to the criminological topic area you have selected. The project must utilize a method rooted in content analysis premised on textual data (for example, the Journal of Prisoners on Prisons) or accessible media (for example, a criminological television series). You are to write a summative-evaluative annotated bibliography for a total of 12 sources. This concerns a brief entry for each source that sets out the thesis, the major arguments that are put forward to support it, the method used, the general conclusion made by the author(s) and the limitation(s) of each source. As a part of this assignment, you must also provide a brief proposal of the research project introducing the subject matter, primary research question, subsidiary question(s), focused method, and rationale.

### **2) Presentations (20%)      Due: March 12-March 26, 2021**

Each presentation will be approximately 20-30 minutes in length (to be determined depending on final class size). Students are to give a formal presentation (in a pre-recorded format) that addresses their research question/sub-questions, central themes/gaps in the extant literature, method, a sample of their memos, and the central 2-3 thematic findings from their analysis. The instructor must also be given a 1-2-page handout that details the presentation content including a list of references used in APA style reference formatting.

### **3) Final Research Report (50%)      Due: by 11:30am on April 9, 2021**

The final research report consists of five parts: Introduction, Review of the Literature, Methodology (theory and methods), Analysis and Conclusion. The report will be approximately 20-22 double-spaced pages long not including title page, table of contents, appendix, and references page(s). Please use APA style formatting with 1-inch margins and 12-point TNR font.

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Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they have been approved by the Dean.

**PLEASE NOTE**

- Monday, Jan. 25, 2021 is the last day for registration for winter term courses
- January 31, 2021 is the last day for a fee adjustment when withdrawing from winter term courses or the winter portion of two-term courses (financial withdrawal)
- Wednesday, April 14, 2021 is the last day of fall/winter and winter term classes. Classes follow a Friday schedule

**STATEMENT ON PLAGIARISM**

The University Senate defines plagiarism as “*presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one’s own.*” This can include:

- reproducing or paraphrasing portions of someone else’s published or unpublished material, regardless of the source, and presenting these as one’s own without proper citation or reference to the original source;
- submitting a take-home examination, essay, laboratory report or other assignment written, in whole or in part, by someone else;
- using ideas or direct, verbatim quotations, or paraphrased material, concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another’s data or research findings;
- failing to acknowledge sources through the use of proper citations when using another’s works and/or failing to use quotation marks;
- handing in "substantially the same piece of work for academic credit more than once without prior written permission of the course instructor in which the submission occurs."

Plagiarism is a serious offence that cannot be resolved directly by the course’s instructor. The Associate Dean of the Faculty conducts a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of "F" for the course.

**INTELLECTUAL PROPERTY**

Classroom teaching and learning activities, including lectures, discussions, presentations, etc., by both instructors and students, are copy protected and remain the intellectual property of their respective author(s). All course materials, including PowerPoint presentations, outlines, and other materials, are also protected by copyright and remain the intellectual property of their respective author(s).

Students registered in the course may take notes and make copies of course materials for their own educational use only. Students are not permitted to reproduce or distribute lecture notes and course materials publicly for commercial or non-commercial purposes without express written consent from the copyright holder(s).

**COURSE CONDUCT**

**Recording any live discussions is prohibited. This also applies to the presentations of any invited guest speakers, the TA as well as student audio/visual disclosures.** The download, transfer and/or posting of images, lectures, and any related course content outside of the CU learn platform is strictly prohibited and will be reported. Only registered students in

CRCJ 3002 are permitted to access the course and its content on CU Learn. Disrespectful behaviour towards other students, the TA or the instructor will not be tolerated!

## **SCHEDULE**

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### **January 15, 2021: Introduction to course, review of outline and expectations**

#### **Required reading:**

van den Hoonaard, D. K. (2019). Introduction. In van den Hoonaard, D. K., *Qualitative Research in Action: A Canadian Primer* (Chapter 1). Third Edition. Don Mills: Oxford University Press.

Mcaleese, S., & Kilty, J. (2019). Stories Matter: Reaffirming the Value of Qualitative Research. *Qualitative Report*, 24(4), 822–845.

### **January 22, 2021: Crafting a Qualitative Research Project: Design & Framework**

Instructions for annotated bibliography and research proposal posted on CU learn\*

#### **Required reading:**

van den Hoonaard, D. K. (2019). Asking Questions and Identifying Goals and Strategies for Designing Research. In van den Hoonaard, D. K., *Qualitative Research in Action: A Canadian Primer* (Chapters 2-3). Third Edition. Don Mills: Oxford University Press.

### **January 29, 2021: Annotative bibliography workshop/using CU library search engines**

Guest speaker: Julie Lavigne, Legal Studies Librarian, MacOdrum Library, Carleton University  
Students are expected to use their time accordingly following the presentation to make advancements on their annotated bibliography and research proposal assignment and to seek assistance when needed from the instructor and subject librarian. The librarian will be available on this date from 10:30am-11:30am live in a Zoom 'room' to answer student questions (link to be provided on CU learn).

### **February 5, 2021: Unobtrusive approaches & considerations on gatekeeping**

Guest speaker: Mariah Maadarani (MA, University of Ottawa): Inside the Black Box of Jail – Barriers to Social Change at the Ottawa Carleton Detention Centre

#### **Required reading:**

van den Hoonaard, D. K. (2019). Unobtrusive Research. In van den Hoonaard, D. K., *Qualitative Research in Action: A Canadian Primer* (Chapter 8). Third Edition. Don Mills: Oxford University Press

### **February 12, 2021: Observations, coding, and analysis**

**\*Annotated bibliography and research proposal due by 11:35am**

#### **Required reading:**

van den Hoonaard, D. K. (2019). Observing Social Life through Field Research & Trust the process: Analyzing qualitative data. In van den Hoonaard, D. K., *Qualitative Research in Action: A Canadian Primer* (Chapters 5 & 9). Third Edition. Don Mills: Oxford University Press.

**February 19, 2021: Reading week break 😊** \*class and office hours will not be held\*

### **February 26, 2021: Ethical considerations in research & reflexivity**

#### **Required reading:**

van den Hoonaard, W.C. (2019). Ethics on the Ground: A Moral Compass. In van den

Hoonard, D. K., *Qualitative Research in Action: A Canadian Primer* (Chapter 4, pp. 55-74). Third Edition. Don Mills: Oxford University Press.

Riddell, J.K. et al (2017). Laying the Groundwork: A Practical Guide for Ethical Research with Indigenous Communities. *The International Indigenous Policy Journal*. 8(2) Reconciling Research: Perspectives on Research Involving Indigenous Peoples—part 1, 5-20.

### **March 5, 2021: Interviewing & Ethnographic Research**

Guest speaker: Vajmeh Tabibi: The Mark of Racialization: Afghan Canadian Men Negotiate Stigma Post-9/11 (Part-time professor, University of Ottawa)

#### **Required reading:**

van den Hoonard, D. K. (2019). In-depth Interviewing and Focus Groups. In van den Hoonard, D. K., *Qualitative Research in Action: A Canadian Primer* (Chapters 6-7). Third Edition. Don Mills: Oxford University Press

### **March 12, 2021: Presentations**

### **March 19, 2021: Presentations**

### **March 26, 2021: Presentations**

**April 2, 2021: Statutory holiday – class cancelled**

**April 9, 2021: Final research report due on CU learn**

**End of term! Have a great spring 😊**