



# Course Syllabus

Fall 2015

**Course Number:** SYG2000

**Course Name:** Introduction to Sociology

**Credit Hours:** 3 credit hours

**Length of Course:** 7 Weeks

**Prerequisite:** Student must score into college-level English and reading on placement test.

**Contact Instructor:** Through “**Course Messages**” in Blackboard.

## Course Description

This course is an introduction to the concepts, principles, perspectives, methods, and findings of sociology. The goal is to integrate social reality and individual live experiences, with particular emphasis on contemporary American society.

## Teaching Philosophy

By being able to listen critically to the voices of students, teachers become border crossers through their ability to not only make different narratives available to themselves and their students, but also by legitimating differences as a basic condition for understanding the limit of one’s own voice. Critical pedagogy serves to make visible those marginal cultures that have been traditionally suppressed in American schooling. Moreover, it provides students with a range of identities and human possibilities that emerge among, within, and between different zones of culture.

## Course Learning Objectives

A major objective of this course is to teach you to develop a “Sociological Imagination,” which enables you to understand the larger historical scene in terms of its meaning for individuals, their internal lives, as well as their external careers. Sociology, in short, focuses on how social forces influence our lives as individuals and shapes the relationships that we have with institutions. There are several learning outcomes for this course:

- demonstrate tolerance for a wide range of global, social and cultural viewpoints;
- demonstrate an understanding of the impact of culture on ethical perspectives;
- apply critical thinking through problem solving;
- demonstrate an understanding of social customs and social interactions within specific groups, and in specific social situations.

I encourage you to actively participate in this class and don’t be afraid to question what is presented.

**Course Resources**

**Textbook(s) - (available at IRSC bookstore)** Ferris, Kerry & Jill Stein. *The Real World. An Introduction to Sociology, 3rd edition.* W.W. Norton & Company, Inc., 2012, 2010, 2008. ISBN 978-0-393-91217-3 (IRSC Custom Version). **Yes, you need the textbook in order to complete the course successfully.**

**Course Requirements**

This course consists of a series of activities and assessments to assist you in achieving the outcomes/objectives for the course and instructional units/modules. Each week you will work on various combinations of assignments, activities, discussions, readings, research, etc.

**Grades and Grading Scale**

Assignment of letter grades is based on the **total of points earned** (not percentages). All course requirements must be completed before a grade is assigned. At the end of the semester, your overall grade in the course/letter grade assigned will be based on the Grading Scale below.

<b>Grading Scale</b>			
A	790	-	711
B	710	-	632
C	631	-	553
D	552	-	474
F	473	-	and below

**Note:** The total points accumulated will NOT be rounded to the next number.

<b>Assignments</b>	<b>Point Value</b>
<b>1- Quizzes (10 @ 20pts each)</b> Only the <b>highest ten (10)</b> quiz grades will be included in your overall total.	<b>200pts</b>
<b>2- Discussion Questions (4 @ 10pts each).</b> All 4 disc. grades will be included in your overall total	<b>40pts</b>
<b>3- Essays (2 @ 50pts each)</b> Both essays will be included in your overall total.	<b>100pts</b>

<p><b>4- Exams (3 @ 150pts each)</b>  Only 3 out of the 4 exam scores will be included in your overall total. However, <b>the final exam CANNOT be dropped.</b> If you do not complete the final exam, your grade will be zero (meaning that only 2 exam scores--instead of the highest 3--will be included in your overall total).</p>	<p><b>450pts</b></p>
<p>Total</p>	<p><b>790pts</b></p>

**QUIZZES (10 @ 20pts each)**

There are 12 quizzes to complete (each quiz corresponds to a chapter that will be covered in the course). Quizzes can be accessed by clicking on the quiz link located in each of the modules. Students are allowed to attempt the quiz twice **and the average of those scores will be recorded.** Quizzes must be completed within 30 minutes and each one has 20 questions and is worth a total of 20 points. **The two lowest quiz grades will be dropped.** Dropping the lowest 2 quiz grades will not have any negative impact on your grade. Remember that, for your overall total, you simply need 10 quizzes at 20pts each (see Grading Scale above). Quizzes can be accessed by clicking on the link located in each of the modules. Please check the “Schedule of Activities” for quiz dates and deadlines. Quizzes will not be available past their due dates; the only time you can make up missed quizzes is at the end of the semester (**Dec 4, 5, 6**).

**DISCUSSION BOARD ASSIGNMENTS (4 @ 10pts each)**

The primary purpose of the discussion forums is to share your thoughts and ideas on particular issues and concerns within our society. These discussion forums are especially important in an online class where face to face interaction is limited. **There are four (4) discussion board forums and students are required to complete all of them.** Please review the corresponding chapter or other digital resources before offering your commentary for the discussion board questions because **you are expected to integrate sociological insight and critical thinking into each post** (See Discussion Board Rubric for grading criteria). Basically, we expect you to reflect upon the sociological information you’ll be learning during this course and use it as you construct responses to the discussion board questions.

The original response to each of these questions must be at least 2 full paragraphs (each paragraph should have at least 6 to 8 lines, not sentences). **Students are also required to respond to at least two of their classmates’ posts.** Though there is not a required length, please be thoughtful in your responses to your peers. In other words, **a response of “I completely agree with you” will not suffice** because it needs further explanation.

All posts and responses must be completed by the deadlines listed on the Schedule of Activities. The rationale for the discussion assignments is for students to post a response and have other students respond to it. If you post a response after the deadline, you defeat the purpose of having other students respond to your comments. There will be no credit given, therefore, for submitting your responses late. Please keep in mind that all discussion

board responses are dated and the time each response was posted is recorded. Each discussion board question is worth a total of 10 points and you will not receive full credit until all of these steps are followed. **Unlike the quizzes, there will be no make up for missed discussions at the end of the semester.**

### **EXAMS (3 @ 150 pts each)**

There will be two (2) at home exams (Exams 1 and 3), and two on-campus proctored examinations (Exams 2 and 4). Each exam will consist of 50 multiple-choice questions (3pts each) and, you will be given an hour and fifteen minutes to complete it. Unlike the quizzes, you will be given only one attempt to complete each exam. **Once you begin an exam, you will need to complete it within this time frame.** The lowest exam grade will be dropped (remember that, for your overall total, you simply need 3 exams at 150pts each – therefore, dropping the lowest exam score will not have an impact on your overall grade). However, **the final exam CANNOT be dropped.** If you do not complete the final exam, your grade for the final exam will be zero (meaning that only the highest 2--instead of the highest 3 exam scores--will be included in your overall total).

The on-campus exams must be taken at the testing center nearest to you, i.e., Main (Fort Pierce), Mueller (Vero Beach), Pruitt (Port St. Lucie), Chastain (Stuart), or Dixon-Hendry (Okeechobee). If you are taking the proctored examination out of state then notify your instructor immediately in order to make arrangements. Each exam (whether at home or at the Testing Center) will be available for two (2) days (see Schedule of Activities). For the proctored examinations, you will be required to bring photo identification such as a driver's license. You do not need to notify either myself or the testing center of the time or day you intend to take the exams. **All exams (both at home and at the testing center) are to be taken without your notes or your textbook. Please be advised that you will not do well on the exams if you have not prepared beforehand.** Consequently, reading your textbook on a daily basis, and reviewing your notes should be your highest priority. Scores for the online exams will be available immediately.

**Make-up tests:** Any student who missed an exam (other than Exam 4) must provide the instructor with a written medical or college excuse in order to take the make-up exam. Unlike the regular test which contains multiple choice questions, **the make-up test will consist of essay format questions.** There will be 30 questions (at 5pts each) and you will have to write an answer for each of the 30 questions without the textbook. If you missed the final test, your grade for that test will be zero, no exceptions (and the zero will be included into your final grade). You can make up missed quizzes only at the end of the semester **(December 4, 5, 6).** **There is no make up for missed discussions.**

**Extra Credit:** There will be no extra credit assignments at the end of the semester however, you can earn up to 12 extra credit points by completing the “Chapter Study Questions”. **Each completed “Chapter Study Questions” is worth only 1pt and has to be turned in by a specific date/deadline** (see “Important Dates & Deadlines” document for more information). **Late extra credit assignments will not be accepted.**

### **WRITING ASSIGNMENTS (2 essays @ 50pts each)**

In accordance with the policy established by the Department of Social Sciences at Indian River State College, this course, like all General Education courses in the Social Sciences, has a writing component. Students are required to complete the two (2) essays below.

**Topic 1-** For the first essay, **located in Module 3**, students are required to complete the following assignment that focuses on two components of ethnography: Observation and Written Description. **Due date: Sept 24<sup>th</sup>**.

**Observation:** First, for 10-15 minutes, listen to (eavesdrop on) a conversation whose participants you can't see. They might be sitting behind you on a bus or in a restaurant you're close enough to hear them but position yourself so that you can't see them. Then for 10-15 minutes, observe a conversation you can't hear – one taking place, for example, on the other side of the campus quad. Even though you can't hear what's being said, you can see the interaction as it takes place.

**Written Description:** Second, write an extremely detailed description of each conversation. Describe the participants and the setting, and include your ideas about what you think is going on and what you think you know about the participants. Try to describe everything you heard or saw to support any conclusions you draw. **You need to use information from the Methodology section of your textbook, especially ethnography, to assist in your responses.** (Taken from Ferris, K. & Stein, J. (2012) *The Real World: An introduction to sociology*, 3<sup>rd</sup> ed., pp. 48-49, W.W. Norton Company: New York, NY). You must follow all of the directions to successfully complete your workshop.

**Topic 2-** For the next essay, which is **located in Module 9**. **Due date: Nov 19<sup>th</sup>**.

Choose one of these topics to write about: poverty, racism, sexism, divorce, or crime. There are three parts to this essay. The first section of the essay focuses on the individual. In other words, what is the role of the individual in causing or perpetuating the particular topic you chose? The second section of your essay involves the role of structure. What role does social structure play in causing or perpetuating this problem? The final section of the essay focuses on social change. How do we bring about social change on an individual and structural level to lessen this problem? **Use the theoretical perspectives of either structural functionalism or conflict theory to help you organize a response.** You'll find more specific information about these topics in their respective book chapters that include: Stratification (income inequality), Race, Gender, Family, and Deviance/Crime (social control).

**Essay Requirements-** You need to have a cover page and a Works Cited pages. Your essay must be **a minimum of 3 complete pages NOT including the cover page and the works cited page**. Your essay should be submitted electronically in the digital drop box located in modules 3 and 9. The essay must be double spaced, using either 12 font, and completed in **Times New Roman**. It will be graded on the basis of content, length, grammar, and adherence to the previously mentioned guidelines. I expect students to write ethically. Any information drawn from works published by others must be appropriately cited within the body of your work, and then referenced as part of a bibliography page in

APA style. Each essay is worth a total of 50 points and must be submitted on or before the due date. There will be NO credit given for submitting your papers late. **If you are having a difficult time writing the essay, you have the option of turning in your paper ahead of time (not the day before the due date) for me to review it and provide you with feedback. Consequently, there are no excuses for having a late submission.**

**Withdrawal Deadline:** The last day to withdraw from this class with a “W” is Nov. 2<sup>nd</sup>. Students are responsible for initiating the withdrawal during the designated period. After the Nov. 2<sup>nd</sup> deadline, Instructor withdrawals will NOT be given for poor academic performance or poor attendance. **If you withdraw online, make sure that you print out the withdrawal slip or, get a screen shot of it to keep for your records.**

**Student Assistance:** If you are experiencing difficulty in the course, your first obligation is to work directly with your instructor to resolve the issue. If you are unable to settle your concerns with the assistance of your instructor, you may contact the Department Chair (Dr. Dean Wagstaffe, [dwagstaf@irsc.edu](mailto:dwagstaf@irsc.edu)), **who will assist you or advise you about contacting the Academic Dean (Dr. Bruce Fraser, [bfraser@irsc.edu](mailto:bfraser@irsc.edu)) or Vice President (Dr. Anthony Iacono, [aicono@irsc.edu](mailto:aicono@irsc.edu)).**

### Schedule of Activities

The schedule will be located in the Schedule of Activities folder.

### How to Succeed in this Course

- Take the [SmarterMeasure](https://angel.irsc.edu/default.asp) evaluation if this is your first online course. <https://angel.irsc.edu/default.asp>
- For your username, select the type of degree program from the dropdown menu: Associate” or “Bachelors.”
  - The PASSWORD is “online” for both degrees.
- Review “What makes a successful online student?” (<http://www.ion.uillinois.edu/resources/tutorials/pedagogy/StudentProfile.asp>)
- Log in and check for announcements daily.
- Check your course e-mail regularly. □ Communicate with your instructor.
- Create a study schedule so that you don’t fall behind on assignment.

### Course Guidelines Online Course

This is an online course and therefore there will not be any face-to-face class sessions. All assignments and course interactions will utilize Internet technologies.

### Specific Course Policies

The syllabus is a "working document" throughout the course. Students are required to refer to it frequently. The syllabus is subject to change at the discretion of the instructor.

Academic Dishonesty

To protect the integrity of the grading system and to affirm the importance of honesty and accountability in the academic community, the University imposes strict penalties for academic dishonesty. Academic Dishonesty includes but is not limited to:

- Cheating: intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
- Fabrication: intentional or unauthorized invention or falsification of any information or citation in an academic exercise.
- Facilitating academic dishonesty: intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
- Plagiarism: intentionally or unintentionally representing the words or ideas of another as one's own in any academic exercise.
- Infringing on academic rights of others, such as defacement or theft of library material.

### **Penalties**

A student found responsible for any act of academic dishonesty may be subject to the following maximum penalties: First offense – a grade of “F” will be given for the particular assignment in which the irregularity occurred without any possibility of makeup. A second offense will be reported to the appropriate administrator.

### **ADA**

Indian River State College strives to meet the needs of students with disabilities in compliance with the requirements of Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. If you require special accommodations please notify your instructor within the first two weeks of class.

It is my goal to make this course worth your time and effort. Therefore, I will do all within my power to ensure that you learn and succeed. If you are concerned with any aspect of this course please contact me. You owe it to yourself to talk with me since I can only help you if I know there is a problem.

### **Communicating with the Instructor**

When questions arise during the course of this class, please remember to check these two (2) sources for an answer:

1. Course syllabus
2. Announcements in Blackboard

If you cannot find an answer to your question, post your question to the “Ask the Instructor” discussion board. Feel free to e-mail your instructor, too. The “Ask the Instructor” discussion board can be answered to the benefit of all students by either your fellow students who know the answer to your question or the instructor. You are encouraged to answer questions from other students in the discussion forum when you know the answer to a question in order to help provide timely assistance.

If you have questions of a personal nature such as relating a personal emergency, questioning a grade on an assignment, or something else that needs to be communicated privately, please contact the instructor via the course mail. Please allow 24/48 hours for the instructor to respond.

**All instructor correspondence should be conducted within your course mail in Blackboard.**

### **Attendance/Participation**

*Preparation* for class means reading the assigned readings and reviewing all information required for that week. *Attendance* in an online course means logging into the LMS on a regular basis and *participating* in the all of activities that are posted in the course.

### **Studying and Preparation Time**

The course requires you to spend time preparing and completing assignments. For **every credit hour** you should expect to spend at minimum of three (3) hours working on the course. Therefore, a 3-credit course would require approximately 9 hours of time, per week.

### **Examination Guidelines**

IRSC requires some proctored examination(s) for fully online classes. Each instructor will indicate their requirements on which exams will be proctored. The proctored exams will be taken at the IRSC Assessment Centers. The fourth and final exam will be proctored at an assessment center.

A quick link to the Assessment Center (Testing) is located in Blackboard in the “Start Here” folder under IRSC Policies & Resources.

If you are out of the area, please make arrangements with a local college/school for a supervised assessment. Send the information to the instructor for approval of the assessment arrangements, before class starts.

### **Late or Missed Assignments**

Unless the instructor is notified **BEFORE** the assignment is due and provides an opportunity for the student to submit his/her assignment late, then late work will **NOT** be accepted, and it will be graded as 0.

### **Submitting Assignments**

All assignments, unless otherwise announced by the instructor, **MUST** be submitted via Blackboard. Each assignment will have a designated place to submit the assignment.

### **Instructor Feedback**

Your instructor will provide feedback within 7 to 14 days.



### Subject to change notice

All material, assignments, and deadlines are subject to change with prior notice. It is your responsibility to stay in touch with your instructor, review the course site regularly, or communicate with other students, to adjust as needed if assignments or due dates change.

### IRSC Resources

Quick links to the Indian River State College's resources and policies are listed in the Start Here, IRSC Policies & Resources section of the course including:

- MyIRSC – Register for classes, view grades and financial aid awards
- Student Handbook & Student Handbook Reference Guide  Advising
- Office of Student Disabilities  Transcripts
- Student Activities  Update Personal Information
- Student Success Services  Withdrawal Policy
- Testing Services
- Catalog
- Drop/Add
- Equity Statement
- Financial Aid
- Incomplete Grade
- IRSC Mission Statement

### Academic Resources

Quick links to the Indian River State College's Academic Resources are listed in the Start Here, Academic Resource section of the course including:

- Academic Calendar  How to Succeed in this Course
- Academic Support Center  Incomplete Grade
- Academic Warning/  Netiquette Rules
- Deficiency/Suspension  Smarthinking - Tutoring  Assessment/Examination Policy  Student Responsibility
- Graduation  Studying and Time Mgmt.

### Library & Research Paper Resources

- Quick links to the Indian River State College's Library and Research Paper Resources are listed in the Start Here section of the course including:

- Library Link
- Course Specific Custom Library Guides
- Ask the Librarian (24/7)
- American Psychological Association Tutorial
- APA Guidelines
- MLA Guidelines
- CSE Guidelines
- Legal Citation
- Plagiarism Policy
- Writing a Research Paper

- **Writing Expectations:**
- It is expected that all students write in a manner representative of students at this level of their educational journey. Please pay particular attention to the information listed below.
- Essays must be double-spaced, using either 12 fonts, and completed in **Times New Roman**. Your essay will be graded on the basis of content, quantity, grammar, and adherence to the previously mentioned guidelines. Any information drawn from works published by others must be appropriately cited within the body of your work, and then referenced as part of a bibliography page in APA style.
- Quick links to Library information and reference styles are located under Start Here, then Library & Research Paper Information,

### □ **Technical Requirements**

#### □ **IRSC Computer Requirements**

- Students must have a reliable computer and Internet connection throughout the course. Quick links to the Indian River State College’s Technical Requirements are listed in the Start Here section of the course including:
- Blackboard Course Navigation □ How to Get Help
- What are the technology requirements?
- Recommended Technical Skills □ If you can’t find your answer within the help section, e-mail: [virtualclassroom@irsc.edu](mailto:virtualclassroom@irsc.edu).

#### □ **Blackboard Learning Management System (LMS)**

- If you need assistance with BLACKBOARD please look at the tutorials on the Log In page of BLACKBOARD. Tutorials are listed on the right hand side. You will find:

- Introduction to Blackboard video
- Student Access to ANGEL 101
- System Requirements and Check
- Blackboard Frequently Asked Questions
- Blackboard Help
- Student Reference Guides
- MAC Users Information
- Blackboard support website
- Blackboard Collaborate

- Note: The preferred browser is Firefox.
- ANGEL LOG IN:
- USERNAME: Student ID number (no dashes)
- PASSWORD: IRSC web registration/pay pin

#### □ **Technical Support**

- Students who cannot log into BLACKBOARD or do not see their course in BLACKBOARD should e-mail: [virtualclassroom@irsc.edu](mailto:virtualclassroom@irsc.edu)

#### □ **Accessibility Statement**

- In compliance with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act of 1990, professional disability specialists and support staff at the Student Disability Services (SDS) facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities.
- IRSC offers many disability resources at on-campus labs. The SDS works with online students to ensure accessibility. A quick link is located to the SDS in the Start Here folder. Students who wish to request an accommodation for a documented disability should contact the SDS immediately at 772-462-7782 or 772-462-7808.

#### □ **Syllabus Disclaimer**

- The instructor views the course syllabus as an educational contract between the instructor and students. Every effort will be made to avoid changing the course schedule but the possibility exists that unforeseen events will make syllabus changes necessary. The instructor reserves the right to make changes to the syllabus as deemed necessary. Students will be notified in a timely manner of any syllabus changes in the course Announcements or course e-mail.