

McLennan C O M M U N I T Y C O L L E G E

WACO, TEXAS

COURSE SYLLABUS AND INSTRUCTOR PLAN

**Introduction to Sociology
SOCI 1301.87**

NOTE: This is a 16-week course.

PAULA UNGER

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals. We are also concerned for your safety. We are working through COVID-19 guidelines to make sure we offer a safe environment for you and our faculty. This will include smaller class sizes to manage social distancing and proper cleaning techniques. You will have the advantage of a physical classroom experience but may also need to work part of the time online as we adjust to limited classroom capacity. This will also allow us the flexibility to move online if so directed by federal, state and/or local COVID 19 guidelines. Faculty and staff are preparing now to ensure that you have the best experience in the midst of these uncertain times.

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Course Description: *The scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance. Semester Hours 3 (3 lecture)*

Prerequisites and/or Corequisites: None

Course Notes and Instructor Recommendations: All course documents are posted on the Brightspace site.

Instructor Information:

Instructor: Paula Unger

Email: punger@mclennan.edu

Phone: 254.299.8494

Office: Michaelis Academic Center (MAC) 233

Conference Hours: Because of COVID, all conference hours will be held via Zoom or phone. Just call (254-299-8494) or drop in the Zoom meeting using the link on Brightspace (Table of Contents>Contact Professor.

Days	In Class	Conference Hours
Mondays	8:00 AM - 11:00 AM	1-3 pm & by appointment
Tuesdays	9:30 AM – 12:30 AM	1-3 pm & by appointment
Wednesdays	8:00 AM - 11:00 AM	1-3 pm & by appointment
Thursdays	9:30 AM – 12:30 AM	1-2 pm & by appointment
Fridays	N/A	by appointment

Please let me know if you'll be dropping in during conference hours. I sometimes have meetings which interfere and would hate to miss you.

Required Textbook:



Textbook: *Introduction to Sociology, 2e*

Author: OpenStax

Publisher: OpenStax, Rice University

Several options are available to access the **free** textbook – PDF and online link. You can use the:

- PDF (available within Brightspace)
- OpenStax online [link](#) (also available within Brightspace)
- iPhone or Android app (available in the app store)

If you prefer a hard copy, you can purchase the book from the McLennan Bookstore for about \$30; renting it or buying used is even cheaper. Amazon has new paperback books for \$18; click [here](#) for that link.

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

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Required Learning Tools:

- Textbook
- Computer/laptop with webcam
- Reliable internet
- Brightspace compatible internet browser – Google Chrome and/or Mozilla Firefox

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources, we encourage you to contact a success coach by calling (254) 299-8226. Students can visit the Completion Center Monday-Friday from 8:00 a.m.-5:00 p.m. to meet with a success coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) is open 12:00 p.m.-1:00 p.m., Monday-Friday, without an appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found [here](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf) (https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be contacted/notified through your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

* **[Click Here for the Minimum System Requirements to Utilize MCC's D2L|Brightspace](https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html)**
(<https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html>)

Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

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Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with her/his students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails.

Forwarding Emails:

You may forward the emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may become lost or placed in junk or spam filters.

Core Objectives for Social & Behavioral Sciences:

Courses in this category focus on the application of empirical and scientific methods that contribute to the understanding of what makes us human. Courses involve the exploration of behaviors and interactions among individuals, groups, institutions, and events, examining their impact on the individual, society, and culture.

- **Critical Thinking** -- to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Communications Skill** -- to include effective development, interpretation and expression of ideas through written, oral and visual communication
- **Empirical & Quantitative Skills** -- to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
- **Social Responsibility** -- to include intercultural competency, civic knowledge, and the ability to engage effectively in regional, national, and global communities

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Learning Outcomes

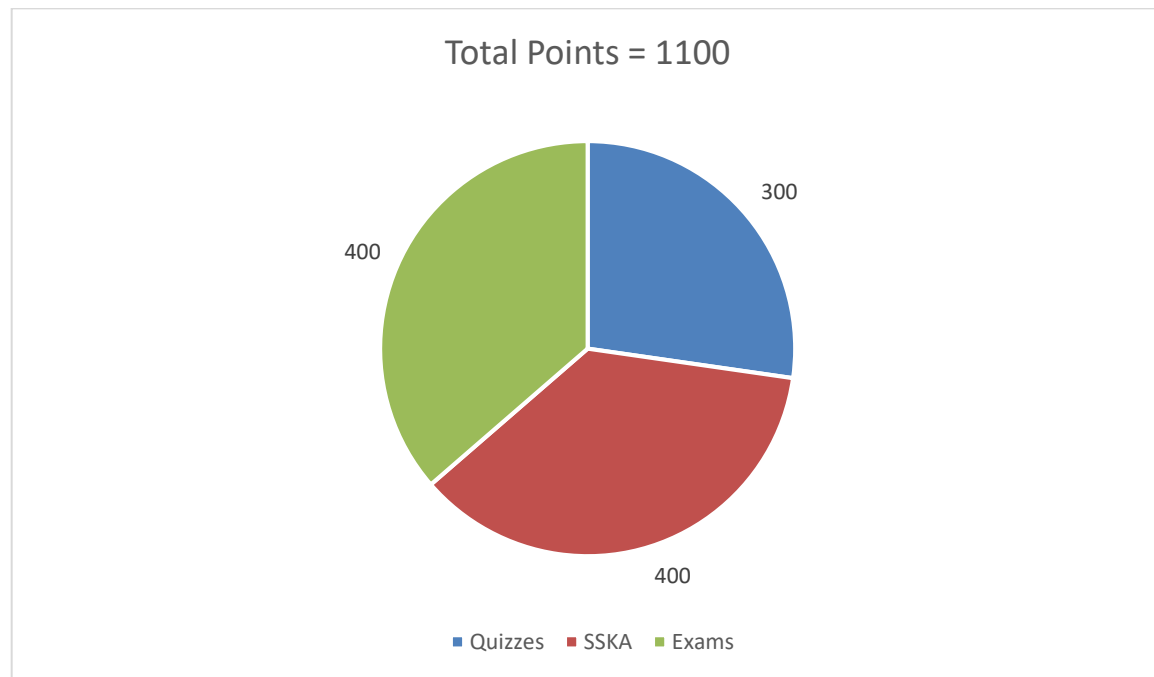
Upon successful completion of this course, students will:

1. **Compare and contrast the basic theoretical perspectives of sociology.**
2. **Identify the various methodological approaches to the collection and analysis of data in sociology.**
3. **Describe key concepts in sociology.**
4. **Describe the empirical findings of various subfields of sociology.**
5. **Explain the complex links between individual experiences and broader institutional forces.**

Course Grading Information:

Grades will update regularly in Brightspace and will also display current progress. The grade distributions are as follows:

90-100%	A
80-89%	B
70-79%	C
60-69%	D
below 60%	F



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Methods of Teaching and Learning:

Basic Course Structure: This course is organized into daily units and assessments. Working ahead is permitted and encouraged.

Assessment	Description	Time & # of Attempts	Total #	Points for Each	Total Points	Due Date
ASSIGNMENTS						
Getting Started Quiz	The first graded assignment is a quiz over the syllabus and overall class format. Unlimited attempts are allowed before the deadline; if the deadline is missed, only one attempt is permitted.	30 minutes & unlimited	1	60	60	See Brightspace Calendar for date
Quizzes	The quizzes correspond with each chapter and related materials – videos, slideshows, etc. Unlimited attempts are permitted, and the highest score will be recorded. Use of notes and/or the textbook is permitted. If the deadline is missed, only one attempt is allowed.	30 minutes & unlimited	12	20	240	See Brightspace Calendar for dates
Sociology Skills & Analysis (SSKA)	The Sociology Skills & Analysis assignments (SSKA) are designed to develop and refine your sociological abilities through investigation and inspection. Two are required for each unit. Generally, each is structured the same with multiple-choice and essay questions but vary in the number of questions and how many of each type. Use of notes and/or the textbook is permitted.	unlimited & 1 attempt	8	50	400	See Brightspace Calendar for dates
Exams	Each exam follows a multiple-choice and true/false structure, and the questions are based on the readings, videos, discussions, and quizzes. All exams are mandatory and require a special internet browser – Respondus Lockdown Browser & Monitor. A total of three attempts are allowed before the deadline and the highest score will be recorded; after the deadline only one attempt is permitted. Use of notes is allowed; the textbook is not.	60 minutes & 3 attempts	4	100	400	See Brightspace Calendar for dates
TOTAL			25		1100	

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Late Work, Attendance, and Make Up Work Policies:

Since there is no literal attendance in an online course, participation is used as a substitute for actual coming to class, which includes:

- Accessing Brightspace
- Completing the assignments, quizzes, and exams
- Communicating via email, phone, or video conference

Engaging in ANY of these activities qualifies as participating. No activity for **three weeks or more** is considered a major absence and can result in a withdrawal (W) or failing grade (F). If you have a personal crisis or family issue, please contact me by phone (254.299.8494) or email (punger@mclennan.edu). I will work with you as much as I can.

Frequently Asked Questions:

- 1) **May I make up a missed exam?** Yes! But if the reason is **unexcused**, only one attempt is allowed.
- 2) **May I make up a missed quiz?** Yes! Each student receives **two free quiz deadline extensions**. Just call or email if you need to use yours. After you use your two free extensions, only one quiz attempt is permitted.
- 3) **May I submit a late Sociology Skills & Analysis assignment (SSKA)?** Yes! Each student receives **two free SSKA deadline extensions**. Just call or email if you need to use yours. After you use your two free extensions, five points will be deducted for each day past the deadline.

Course Outline or Schedule:

Topics & Exams	
UNIT I	Chapter 1: Introduction to Sociology
	Chapter 2: Sociological Research
	Chapter 3: Culture
	Exam 1
UNIT II	Chapter 4: Society and Social Interaction
	Chapter 5: Socialization
	Chapter 6: Groups and Organizations
	Chapter 7: Deviance, Crime, and Social Control
	Exam 2
UNIT III	Chapter 8: Media and Technology
	Chapter 9: Social Stratification in the United States
	Chapter 10: Global Inequality
	Exam 3
UNIT IV	Chapter 11: Race and Ethnicity
	Chapter 12: Gender, Sex, and Sexuality
	Chapter 13: Aging & the Elderly
	Exam 4

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Student Behavioral Expectations or Conduct Policy:

* [Click Here for the MCC Academic Integrity Statement](http://www.mclennan.edu/academic-integrity)

(www.mclennan.edu/academic-integrity)

The link above will provide you with information about academic integrity, dishonesty, and cheating.

All students are expected to abide by the MCC Academic Integrity policy (please see the official policy statements in this document). Penalties for violations of academic integrity will be evaluated on a case-by-case basis and may range from a grade of zero for a particular assignment, to an F for the course, to the extreme of being expelled from the college.

* [Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Accommodations/ADA Statement

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. Instructors should not provide accommodations unless approved by the Accommodations Coordinator. For additional information, please visit mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

* [Click Here for more information about Title IX](http://www.mclennan.edu/titleix)

(www.mclennan.edu/titleix)

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Vice President for Student Success) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting the following website: <http://www.lighthouse-services.com/mclennan/>.

McLennan's Title IX webpage (<http://www.mclennan.edu/titleix/>) contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence.

* Access each link through your Web browser (for example: Internet Explorer, Mozilla, Chrome, or Safari) to review each link's information.