

**McLennan**  
C O M M U N I T Y  
**COLLEGE**

WACO, TEXAS

---

**COURSE SYLLABUS  
AND  
INSTRUCTOR PLAN**

**Introductory Sociology  
SOCI 1301.030**

**PAULA UNGER**

**NOTE: This is a 16-week course.  
NOTE: This is a face-to-face course.**

**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:** Course documents are posted on Brightspace.

**Instructor Information:**

Instructor: Paula Unger

Email: [punger@mclennan.edu](mailto:punger@mclennan.edu)

Phone: 254.299.8494

Office: Michaelis Academic Center (MAC) 233

Zoom: <https://mclennan.zoom.us/j/2542998494>

Days	Conference Hours
Mondays & Wednesdays	10 am to noon & by appointment
Tuesdays & Thursdays	8 to 9 am & by appointment
Fridays	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, 3e*

**Author:** OpenStax | **Publisher:** OpenStax, Rice University

**ISBN:** 978-1-951693-37-4

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)

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 paperback books for \$27; click [here](#) for that link.

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

**Methods of Teaching and Learning:**

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

Assessment	Description	Time & # of Attempts	Total #	Points for Each	Total Points
Quizzes	The 10-question quizzes correspond with each chapter and related materials – videos, slideshows, etc. You are expected to complete them by the deadline; most are administered online and some (exam reviews) are given in class. Unlimited attempts are permitted, and the highest score will be recorded. You are allowed two <i>free</i> make-ups for missing a quiz deadline.	30 minutes & unlimited attempts	15	20	300
Sociology Skills & Analysis (SSKA)	The Sociology Skills & Analysis assignments (SSKA) are designed to develop and refine sociological skills through investigation and analysis. For these in-class assignments, you will work alone and/or in small groups. Each assignment is worth 20 points for a total of 300 points. You are allowed three <i>free</i> make-ups for a missed SSKA deadline. More details will be shared in class.	Varied & 1 attempt	15	20	300
Exams	Each exam follows a multiple-choice and true/false structure, and the 50 questions are based on the readings, videos, discussions, and quizzes. They are mandatory and will be administered and completed in class. Whichever exam you score highest on will count double – for that exam and it will replace your lowest exam grade. Scantron #882 is needed for each exam.	80 minutes & 1 attempt	3	100	300
Research Project	Each student will participate in the design and implementation a research project focused on a contemporary social issue. Within teams, you will design the data collection method, compile and analyze the data, and present the results. Details shared in class.	Semester	1	100	100
<b>TOTAL</b>			<b>35</b>		<b>1000</b>

**Required Learning Tools:**

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

**Course Objectives and/or Competences 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

**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:**

For the specific dates, please go Brightspace and click on Course Calendar. Keep in mind that the schedule is **tentative** and subject to change, though you will be given advanced notice of any modifications.

TOPICS		EXAMS
<b>UNIT I</b>	Chapter 1: Introduction to Sociology	<b>Exam 1</b>
<i>What is sociology and how does it explain being human?</i>	Chapter 2: Sociological Research	
	Chapter 3: Culture	
<b>UNIT II</b>	Chapter 4: Society & Social Interaction	<b>Exam 2</b>
<i>How is society possible?</i>	Chapter 5: Socialization	
	Chapter 6: Groups & Organizations	
	Chapter 7: Deviance, Crime & Social Control	
<b>UNIT III</b>	Chapter 9: Social Stratification in the USA	<b>Exam 3</b>
<i>What are the consequences of inequality?</i>	Chapter 10: Global Inequality	
	Chapter 11: Race & Ethnicity	
	Chapter 12: Gender, Sex & Sexuality	

**Grading Rubric for the Research Project**

	<b>A-B Outstanding to Above Average</b>	<b>C-D Average to Below Average</b>
<b>Creativity</b>	Project was well planned and demonstrated thoughtful insight and analysis	Generally competent; information is thin and commonplace
<b>Critical Thinking</b>	<b>Clear</b> connections made to sociological topic, concepts, and theories, well designed project with appropriate research methods	Limited connections are made, not really clear or too obvious
<b>Communication</b>	Proficiency with technology; designed and shared information effectively; managed, analyzed, and synthesized data; few grammatical or stylistic errors	Developing proficiency with technology; designed and shared information effectively; managed, analyzed, and synthesized data; obvious grammatical or stylistic errors; errors interfere with content
<b>Collaboration</b>	Demonstrated ability to work effectively and respectfully with others; built relationships to pose and solve problems effectively; exercised flexibility and willingness to be helpful in making necessary compromises; assumed shared responsibility, and valued the contributions made by others	Limited ability to work effectively and respectfully with team and classmates; minimal relationships with others; limited flexibility and ability to compromise to complete project; little shared responsibility and limited value of the contributions of others

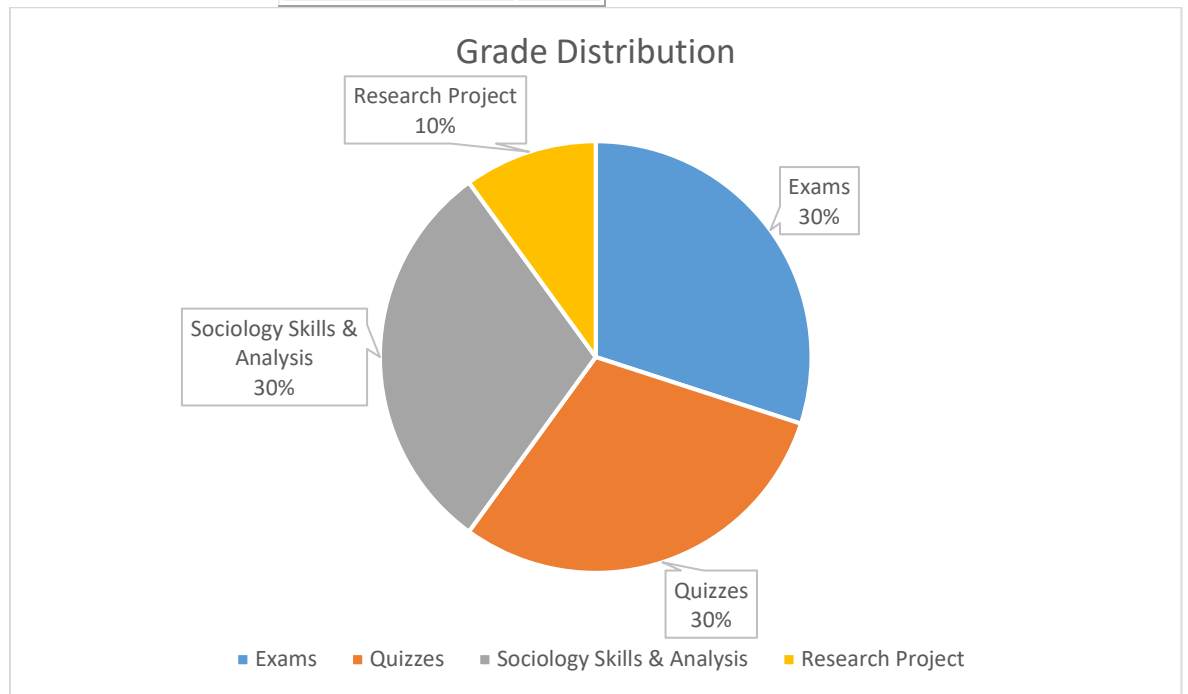
---

---

**Course Grading Information:**

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

90-100% 900-1000 points	A
80-89% 800-899 points	B
70-79% 700-799 points	C
60-69% 600-699 points	D
below 60% under 600 points	F



**Late Work, Attendance, and Make Up Work Policies:**

**Frequently Asked Questions:**

- 1) **May I make up a missed exam? Yes.** But if the reason is **unexcused**, you will lose points for having extra study time and missing the deadline. The number of points lost depends on how late you take the exam.
- 2) **May I make up a missed quiz? Sometimes.** You are allowed two *free* make-ups for missed quizzes. If you miss more than two quiz deadlines, you give up the unlimited attempts and may only attempt each one once.
- 3) **May I submit a late Sociology Skills & Analysis assignment (SSKA)? Sometimes.** You are allowed three *free* make-ups for missed SSKAs. If you miss more than three deadlines, you can submit them with point deducted for being late.
- 4) **How do I get the notes if I miss class? Brightspace is your resource!** The slideshows and videos of our class discussions and lectures will be posted to Brightspace.

**Student Behavioral Expectations or Conduct Policy:**

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity.”

\* [Click Here for the MCC Academic Integrity Statement](#)

([www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity))

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

**Course Attendance/Participation Guidelines:**

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date.

Before the 60% point of the semester, a student who is absent for 25% or more of a face-to-face or blended course or who miss 25% or more of assigned work for an online course will be withdrawn from the course with a grade of W. A student may also request to be withdrawn with a grade of W before the 60% point of the semester. After the 60% point of the semester, the student may request to be withdrawn if the student is passing, or be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work.

[Click Here for the MCC Attendance/Absences Policy](#)

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

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

\* You will need to access each link separately through your Web browser (for example: Mozilla Firefox, Chrome, Microsoft Edge or Safari) to print each link's information.

---

Updated 07/18/2023



## **ACADEMIC RESOURCES/POLICIES**

### **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. For additional information, please visit [www.mclennan.edu/disability](http://www.mclennan.edu/disability).

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

[disabilities@mclennan.edu](mailto:disabilities@mclennan.edu) 2542998122 Room  
319, Student Services Center

### **Title IX:**

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 acting Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center at (254) 299-8210. The MCC Student Counseling Center is a



confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>. Go to McLennan's Title IX webpage at [www.mclennan.edu/titleix/](http://www.mclennan.edu/titleix/). It 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.

### **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/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom. You can contact the Academic Support and Tutoring team via Zoom or email ([ast@mclennan.edu](mailto:ast@mclennan.edu)) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>).

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing [crew@mclennan.edu](mailto:crew@mclennan.edu) or a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Both are located in the Completion Center located on the second floor of the Student Services Center (SSC) which is open Monday-Friday from 8 a.m.-5 p.m.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to [https://mclennan.co1.qualtrics.com/jfe/form/SV\\_07byXd7eB8iTqJg](https://mclennan.co1.qualtrics.com/jfe/form/SV_07byXd7eB8iTqJg). Both the Completion Center and Paulanne's 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 at

[https://www.mclennan.edu/foundation/docs/Emergency\\_Grant\\_Application.pdf](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to [www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity) for information about academic integrity, dishonesty, and cheating. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

**Minimum System Requirements to Utilize MCC's D2L|Brightspace:**

Go to <https://www.mclennan.edu/center-for-teachingandlearning/FacultyandStaffCommons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

**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 notified via 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.

**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. For more information about your student email account, go to [www.mclennan.edu/studentemail](http://www.mclennan.edu/studentemail).

**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 their 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. If you need assistance with set-up, you may email [Helpdesk@mclennan.edu](mailto:Helpdesk@mclennan.edu) for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

**Forwarding Emails:**

You may forward 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 be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email [helpdesk@mclennan.edu](mailto:helpdesk@mclennan.edu).

**Disclaimer:**

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.