

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

WACO, TEXAS

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**COURSE SYLLABUS  
AND  
INSTRUCTOR PLAN**

**Introduction to Sociology  
SOCI 1301.O080**

**Paula Unger**

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

**NOTE: This is an online course.**

# INTRODUCTION TO SOCIOLOGY

SOCI 1301.O080

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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:** 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/>

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## **Methods of Teaching and Learning:**

### **Required Learning Tools:**

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

### **Course Outline or Schedule:**

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

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**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
<b>ASSIGNMENTS</b>						
Getting Started Quiz	The first graded assignment is a 30-question 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	Each 10-question quiz corresponds 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 50-question 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. A total of two 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 and/or other devices are not.	60 minutes & 2 attempts	4	100	400	See Brightspace Calendar for dates
<b>TOTAL</b>			<b>25</b>		<b>1100</b>	

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## **Course Objectives and/or Competencies:**

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**

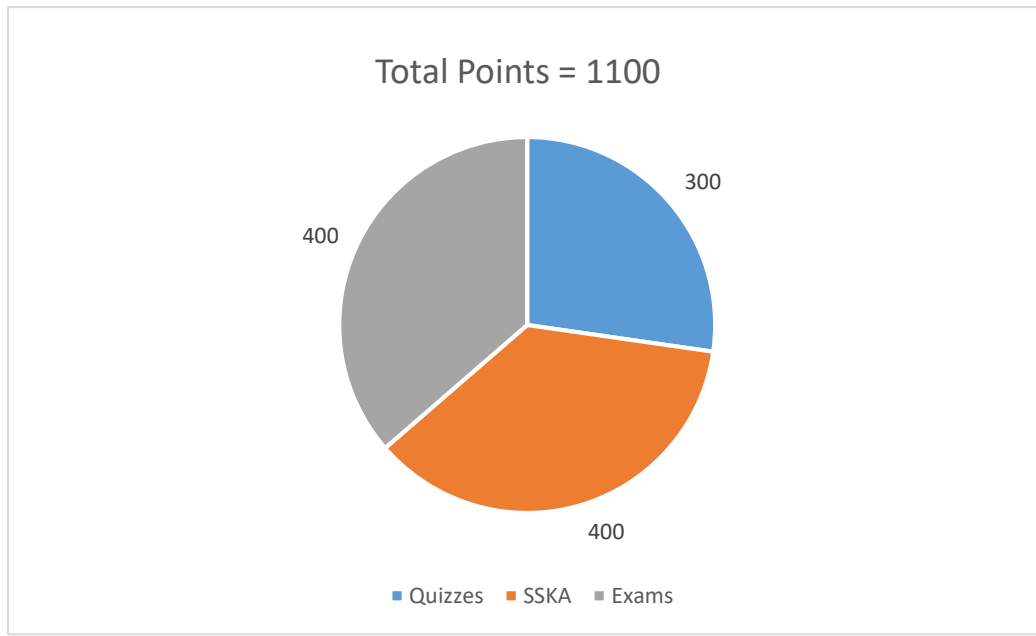
Upon successful completion of this course, students will:

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:**

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

90-100%	990-1100 points	A
80-89%	880-989 points	B
70-79%	770-879 points	C
60-69%	660-669 points	D
below 60%	Below 660	F



### **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 week 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](mailto: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.

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## **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.*

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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.