INSTRUCTOR INFORMATION

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**Instructor Rank**       Associate Professor
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COURSE INFORMATION

**Course Description**
Introduction to Sociology introduces the student to the field of Sociology - its concepts, methods, theories and theorists. The sociological perspective is used in examining social interaction, social structures and social change.

**Student Learning Objectives**
Upon completion of this course the student will: recognize, describe, and explain social institutions, structures, processes and the complexities of a global culture and a diverse society think critically
about how individuals are influenced by political, geographic, economic, cultural, and family institutions in their own and other diverse cultures and explain how one's own belief system may differ from others. Explore the relationship between the individual and society as it affects the personal behavior, social development, and quality of life of the individual, the family, and the community. Examine the impact of behavioral and social scientific research on major contemporary issues and their discipline's effects on individuals and society. Use the most appropriate principles, methods, and technologies, perceptively and objectively, to gather, analyze, and present social and behavioral science research data. Draw logical conclusions and apply those conclusions to one's life and society. Take ethical stands based on appropriate research in the social and behavioral sciences. Analyze and communicate the values and processes that are used to formulate theories regarding social context of individual human behavior for the social and behavioral sciences.

**Prerequisites**

Students must successfully complete Reading 0810 and Writing 0810 before enrolling in this course.

**Corequisites**

None

**Instructional / Learning Methods**

This is an online, writing intensive class in which students will read, write essays, take online quizzes, and participate in discussions. Discussions will take place through the class discussion boards and students will apply current events and their experiences to sociological concepts.

**Specific Course Requirements**

In addition to assigned reading and writing assignments, students are required to keep abreast of current events including local and national politics, and international conflicts. Students are encouraged to listen, watch, read the news, as well as participate in academic discussion through our discussion forums. Students should draw on material from a broad variety of publications and sources to provide a more global perspective.

**Textbooks, Supplementary Materials, Hardware, and Software Requirements**

**Required Text**
You must have this text and edition to successfully complete this course.

Additional Text
None

Supplementary Materials
None

Hardware Requirements
The software listed below is recommended for any student accessing Southwest services through the internet. Your course may have specific software requirements.

- Windows 7, Vista, XP
- Mac OS X (up to 10.6) (OS 10.6 recommended)
- Linux with a Supported Browser
- Internet Explorer 7+
- Firefox 3+
- Opera 9+
- Safari 4+
- Current Anti-Virus protection
- Reliable Internet connection (broadband recommended but not required)

Assignments must be submitted using Microsoft Excel or Microsoft Word. To learn how to obtain discounted software from Microsoft, visit http://southwest.tn.onthehub.com.

If this course requires the use of a computer, these are general recommendations for accessing any of the services that Southwest offers on the Web (e.g. My.Southwest, etc.).

- minimum Pentium IV or higher processor (recommended)
• SVGA monitor, minimum resolution 800x600 (1024x768 strongly recommended)
• CD-ROM or DVD drive
• floppy drive, zip drive, or CD-RW drive
• Mouse or compatible pointing device
• at least 512 MB of RAM (recommended)
• (optional) printer

Software Requirements

The software listed below is recommended for any student accessing Southwest services through the internet. Your course may have specific software requirements.

• Windows 7, Vista, XP
• Mac OS X (up to 10.6) (OS 10.6 recommended)
• Linux with a Supported Browser
• Internet Explorer 7+
• Firefox 3+
• Opera 9+
• Safari 4+
• Current Anti-Virus protection
• Reliable Internet connection (broadband recommended but not required)

Assignments must be submitted using Microsoft Excel or Microsoft Word. To learn how to obtain discounted software from Microsoft, visit [http://southwest.tn.onthehub.com](http://southwest.tn.onthehub.com).

The software listed below is recommended for any student accessing Southwest services through the Internet. Your course may have specific software requirements.

• Windows 10 or 7
• Mac OS X (up to 10.12) (OS 10.14 recommended)
• Firefox (latest)
• Microsoft Edge
• Chrome (latest)
• Internet Explorer: DO NOT USE WITH PAWS
• Current Anti-Virus protection
• Reliable Internet connection (broadband recommended but not required)

Many instructors may require assignments to be submitted using Microsoft Excel or Microsoft Word. To learn how to obtain discounted software from Microsoft, visit http://southwest.tn.onthehub.com.

Assessment and Grading

Method of Evaluation
Students will be evaluated through two essay exams (400 points), four discussion topics (200 points), and 16 chapter quizzes (400 points). This allows students the opportunity to work with Sociological concepts and theories on both objective and subjective levels. Further, discussion is important to compare and contrast others opinions and beliefs with one's own.

It is understood that all students will submit work on time and through the proper channels. Those channels are the assignments tab for exams and the discussion board for discussion. It is further understood that students will not present the work of anyone other than him/herself without proper citation. Plagiarism can result in the loss of credit for an assignment or exam, loss of opportunity for bonus work, or failure for the class in general. All work submitted through the assignments tab will be run through a plagiarism check.

Points are not averaged for this class, but are accumulated. At any point you can see the number of points you have accumulated, how many are still available, and assess where you stand.

Grading Scale
A  1000 - 900
B  800- 899
C  700- 799
D  600 - 699
Testing Procedure / Policy

Exams

There will be 2 essay exams worth 200 points each. You will find a list of study questions for each test under course content. There is one question for each chapter. These questions should be answered as essays and are not intended to be research questions. The primary source for these essays is your text. **Do not use online sources for definitions of key terms and concepts.** This information should be based on your text. These essays provide an opportunity for you to apply sociological concepts from the course to your own experiences and perspectives. I encourage you to apply concepts from multiple chapters to each question. If you use material from any other source, **including your text,** that should be noted in the body of the paper with a Works Cited page at the end. I recommend using MLA for citing sources.

I strongly recommend you follow the dates on the calendar and do the reading, quizzes, and essays weekly. Each week when you have thoroughly reviewed the chapter, take the quiz, and prepare your essay for that chapter question and save it in draft form. Apply as many course terms as possible, including terms from other chapters whenever pertinent. It is important you describe the concept you are illustrating, as I must be able to clearly see that you understand the concept you are illustrating. Write as if you are convincing me of your point. Each essay should be a minimum of two pages, however some questions may require significantly more. This length is based on the fact that this is the minimum amount of discussion needed to outline the required concepts and apply your illustrations. All essays are expected to be grammatically correct. Essays that have multiple grammatical and citation errors will be penalized.

I will randomly choose four questions from the current unit reading assignment and post those questions. The assignments tab will be open for submission for exactly 48 hours. If you have kept up with your reading and wrote essays each week, 48 hours should be sufficient for you to pull your rough draft essays, review and perfect them before submission. All dates are posted in the calendar. **No late papers will be accepted.** I suggest you submit early so any issues uploading to the assignments drop box can be addressed before close. Exams will not be accepted through Discussion or through email.

**Quizzes**

There is a chapter quiz for each chapter. You should complete each quiz after reading the chapter. There are 25 questions for each quiz. Students have unlimited attempts to complete each quiz within
the assigned time frame. The highest grade for each quiz will be automatically posted to the gradebook. Once a quiz is closed, it cannot be retaken and the highest grade will be final.

**Discussions**

You will be asked to read and respond to the questions under "Join the Blog!" or "What do you think?" for 4 required topics from your text. These discussions will be opened and closed at published times throughout the semester. Please check the calendar for dates.

For each topic you are asked to post an initial thread answering each of the questions following the reading. (up to 25 points). Then respond to classmate's posts. You will receive up to 5 points for each response, based on the instructions for posts below (up to 25 points). You will not be able to read other student posts until you have completed your initial thread. These discussions are an opportunity for you to demonstrate your understanding of the course topics and as such, are a significant part of your grade. Please apply sociological terms and concepts to support your response. When you respond to posts it is not sufficient to agree, or simply repeat what you have previously posted. Please do not repeat the same information on multiple posts. You will be credited for duplicate information only once. Think of this as a conversation. You should advance the conversation by contributing information or raising additional questions.

Check the discussion and post often. You may receive credit for up to 2 posts in a 24 hour period, so start early, check in, and post frequently. Remember, your initial thread is also considered a post. Please review the class content on "Netiquette" before you post. Submissions that do not conform to those requirements may be deleted and points forfeited. Each topic is open for approximately two weeks - **no late submissions can be accepted.**

**Major Assignments**

All essays are expected to be grammatically correct. Please use spell check and any other tool at your disposal to proof your work before submission. Plagiarism of any kind can result in an F for the exam or the course. If you are unsure what constitutes plagiarism, see the Student Handbook, go the Student Services, or meet with me for assistance. Quoting the text book is plagiarism if you do not indicate where the words came from, including the page number. I suggest an MLA handbook for models of how and when to properly cite a source.

**Participation / Attendance Policy**
All students are expected to log in on a regular basis to check assignments, email, and participate in discussions. All assignments are clearly posted; no late work will be accepted.

If there is any time throughout the semester that you have a question, please contact me and we can set up a time to discuss the issue. I am on the Macon campus and welcome meeting you at anytime.

**Policy on Student Professional Conduct**

All students are expected to maintain academic professionalism while using this site.

*All communication should reflect proper grammar and usage.*

*Students should be fair, accurate and respectful in all communications with fellow students, staff and faculty.*

*Students are expected to respond to constructive criticism from faculty in an appropriate manner.*

*Students should maintain proper E etiquette (no profanity, no writing in all caps).*

**Additional Policies**

Initial attendance is determined by reading all getting started materials, carefully reviewing the syllabus, and sending me an email that you accept these policies and procedures. In addition, you must place an introduction on the Discussion boards. These two activities constitute initial attendance.

**Guidelines for Communications**

**Email Guidelines**

Each student has been provided a Southwest email account. Please do not email your classmates unless the topic relates specifically to this course. Emails that contain advertisements, solicitations, personal interests, etc. are strictly forbidden. Below are a few guidelines that you should keep in mind when sending email:

- Always include a subject line.
- Typing in all CAPS is considered SHOUTING in Cyberspace. So please use upper and lower case characters when sending emails.
- Remember, without facial expressions some comments may be taken the wrong way. Be careful in wording your emails and use good [Netiquette](#)
• Use standard fonts.
• Do not send large attachments without permission.
• Respect the privacy of other class members.

**Online instructors will respond to all emails within 48 hours.**

**Discussion Guidelines**

There will be four mandatory discussions, each worth 50 points. Students are to post a response to each question posed in the discussion area and respond to at least five other student posts for each question. You must post your response first, thoroughly responding to all questions from the reading and applying class concepts as often as pertinent. (25 points) Second, you will be able to see and respond to others in your class. (5 points) When responding to others, simply agreeing or disagreeing is not sufficient. Please make a post that furthers the conversation, brings in examples from the book, or offers an alternate perspective. It is acceptable to disagree, as long as we remember this is an academic website and we disagree without becoming disagreeable. **Posts should be made throughout the two week period of each discussion, so credit will be given for only two posts per day.**

Sometimes I will respond to your post, some not. It is no indication on the quality of any post. Sometimes I simply like to emphasize an important point or expand the direction we are moving.

Finally, remember this is an academic post and we are engaging in a conversation. We are not tweeting, texting, or facebooking. Please use complete sentences, spell correctly and avoid nonverbal signals like all caps.

Below are a few guidelines that should be adhered to when using the Discussion forum. Messages that contain advertisements, solicitations, personal interests, etc. are strictly forbidden.

• Review the discussion threads thoroughly before entering the discussion.
• Please try to maintain threads by using the "Reply" button rather starting a new topic.
• Do not make insulting or inflammatory statements to other members of the class. Be respectful of others' ideas.
• Be patient and read the comments of other group members thoroughly before entering your remarks.
• Be positive and constructive in group discussions.
• Respond in a thoughtful and timely manner.
Technial Support

My.Southwest: Submit a Student Technical Support Request. Please provide a full detailed explanation of the problem.

PAWS: For course related questions, contact your instructor. For technical issues with the PAWS website, contact the College Helpdesk at (901) 333-4357 or Digital Learning at (901) 333-4612.

Course Topics

Tentative Schedule
I recommend that you complete the chapter activities at a pace of 1-2 chapters each week. Please review the opening and closing dates for discussions, quizzes, and exams and note those dates so you will stay on task.

- Sociological Perspectives
- Sociological Investigation
- Culture
- Society
- Socialization
- Social Interaction
- Groups and Organizations
- Deviance
- Sexuality
- Social Stratification
- Social Class in the United States
- Global Stratification
- Gender Stratification
- Race and Ethnicity
- Aging and the Elderly
- The Economy
- Politics and Government
• The Family
• Religion
• Education
• Health and Medicine
• Population, Urbanization, and Environment
• Collective Behavior and *Social Movements
• Social Change

Student Services

Embedded Librarian Service
This service may be found inside PAWS courses.

Two Southwest Librarians are assigned to work with you and your instructor throughout the course for the entire semester. The Librarians will suggest library resources and answer questions sent to "Ask A Librarian."

To contact a Librarian by email, go to the Classlist and select "Ask A Librarian."

Student Services Links

• Academic Support Centers / Tutoring
• Advising
• Campuses, Centers, and Site
• Student Disability Services Southwest Tennessee Community College is committed to serving all students, including students with disabilities, and adheres to the guidelines set forth in Title II of the Americans with Disabilities Act (ADA).
• Additional Links: Student Information & Services

Academic Support
The Academic Support Center (ASC) provides free services and resources to help Southwest students successfully reach their academic and career goals. These services include tutoring by peer and master tutors, computer labs, success workshops, academic coaching, early alerts from your instructors and areas for individual or group study at numerous locations. The ASC also provides Supplemental Instruction in some of our general education classes and the Center is also responsible for Academic
Progress Reporting so that you will be aware of your academic standing during the 5th-6th week of the semester. Online tutoring services are offered through Smarthinking 24 hours a day, 7 days a week. Simply login to your PAWS to access this online tutoring resource.

### Additional Information

#### Drop/Withdrawal Dates

See the current official college academic catalog for the withdrawal policies. Important semester drop and withdrawal dates can be found on the Cashier's Office Important Dates page.

#### Academic Misconduct

Plagiarism may result in a fail for the assignment or the class. Do not cut and paste from the internet. I will always run a plagiarism software to check and will find your source if you do. Remember that if you quote directly from another source, **including your text**, you must use quotation marks. Simply citing a source without marks is still plagiarism. If you quote, paraphrase, or even express an idea from any source including your text, please cite that source. Wikipedia is not an academic source, but may be a cultural touchstone and can be used in that sense. For citing references you can choose MLA, APA or ASA style, but be consistent with whichever you choose.

Plagiarism, cheating, and other forms of academic dishonesty are prohibited. A student guilty of academic misconduct, either directly or indirectly, through participation or assistance, is immediately responsible to the instructor of the class. The instructor has the authority to assign an "F" grade or a zero for the exercise or examination, or to assign an "F" for the course. College sanctions for academic misconduct may include suspension or dismissal from the College. Please see the section in the current Catalog on Academic Misconduct.

**Classroom Behavior**: Any student engaged in disruptive conduct or conduct violating the general rules or regulations of the College may be ordered to temporarily leave the classroom. Extended or permanent exclusion from the classroom can be achieved only through appropriate procedures of the College.

### Open Labs

**Macon Cove Campus**

- Bert Bornblum Library: Available during library hours
• Farris Building, Room 2131: Monday-Thursday 8 a.m.-5:30 p.m., Friday 8 a.m.-4:30 p.m.

Union Avenue Campus

• Jess Parrish Library - Available during library hours
• M Building, Room 105, 8 a.m.-6:30 p.m.

Gill Center

• Computer Lab, Room 101 (Please note this room is available when classes are not scheduled. Schedule fluctuates each semester.)
• Library - Available during library hours

Maxine A. Smith Center

• Open Lab, Room 101
• Library - Available during library hours

Whitehaven Center

• Open Lab, Building 6, Room 127
• Library - Available during library hours

Syllabus Updates

The instructor reserves the right to make changes as necessary to this syllabus. If changes are necessitated during the term of the course, the instructor will immediately notify students of such changes.