

**Henry Ford Community College**

**SOC 131**

**INTRODUCTION TO SOCIOLOGY**

**Fall Semester 2010**

**Online Sections 89, 92 & 93**

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**I. Course Description:**

This course introduces the sociological approach to understanding human behavior. Students investigate how a society's culture and social organization shape actions and influence everyday life. Connections between the individual and society are explored in relation to all aspects of social life, including family, work, social inequality, religion politics and the economy. This course provides the basis for further study in sociology and social work. **This course meets the HFCC General Education Requirement for American Society, Events, Institutions and Cultures.**

**II. Course Objectives:**

A student who successfully completes SOC 131 will be able to:

**A. Introduction to the Sociological Perspective/Imagination**

- describe what it means to use the sociological perspective.
- describe what it means to say that reality is socially constructed.
- distinguish between different approaches/theories in sociology.

**B. Research Methods**

- describe the characteristics of participant observation/ethnographic methods
- describe the characteristics of experimental methods

- describe the characteristics of survey research methods

### **C. Culture/Society/Social Change**

- illustrate ways that culture influences human behavior.
- define and recognize basic components of culture (e.g. values, norms, symbols, language)
- describe ethnocentrism
- describe cultural and demographic changes associated with modern and postmodern societies

### **D. Social Structure**

- define and illustrate statuses and roles
- describe characteristics of social structure at the micro level, e.g. social groups
- describe characteristics of social structure at the macro level, e.g. organizations or social institutions

### **E. Social Class Inequality**

- identify social classes in the United States
- distinguish social stratification from social mobility
- describe social stratification

### **F. Racial/Ethnic Inequality**

- distinguish between race and ethnicity
- identify historical patterns of racial/ethnic inequality
- identify contemporary patterns of racial/ethnic inequality

### **G. Gender Inequality**

- distinguish between sex and gender
- illustrate the process of gender role socialization
- describe patterns of gender inequality in the United States

### **H. Marriage and the Family**

- identify types of families and familial issues
- describe alternatives family forms in the United States
- identify racial and ethnic variations in family forms

#### **I. Education**

- describe Cross-Cultural comparisons
- identify education and minority issues
- describe education in the 21<sup>st</sup> century

#### **J. Religion**

- describe the elements and varieties of religion
- describe social change and religion
- describe religion in the 21<sup>st</sup> century

#### **K. Medicine and Health Care**

- identify sociological issues in medicine and health care
- discuss health and society

#### **L. Critical Thinking Learning Objective**

- demonstrate the use of a sociological perspective, by explaining and illustrating the application of sociological concepts in the analysis of a reading, video or classroom activity.

### **III. REQUIRED TEXTBOOK**

Curry, Jibou, Schwirian. (2008). *Sociology for the Twenty-First Century* (5<sup>th</sup> Edition): Pearson Prentice Hall. ISBN: 0132288214

### **IV. METHODS OF INSTRUCTION**

1. Reading Assignments
2. PowerPoint Lecture Presentation
3. Glossaries
4. Post-Tests
5. Critical Thinking Activities
6. Discussion Board Activities
7. Practice Activities
8. Supplemental Internet Links

### **V. COURSE EVALUATION**

- 1) **Post-Tests:** Each week students will complete chapter post-tests after reading and completing all of the assigned activities for the week. Each test (with the exception of the course information quiz) is multiple choice format and consist of 15 questions. All questions are worth 1 point for a total of 15 points. These post tests make up 240 points towards the final grade in the course.
  
- 2) **Final Exam:** The final exam for the course consists of 50 multiple choice questions and will be worth 50 points toward the final grade. This exam will be made available *only* on the dates recorded in the schedule. It is a timed exam and you will have 1 hour to complete it. You will only be able to access the final once. Once you click the link for the final exam you must proceed to complete the exam. Therefore, please do not attempt to take the final until you are completely prepared. You can not open the test, view it, close it, and come back to it later. If you do so you will be permanently locked out of it. It is very important that you take the exam at a reasonable time so that you have no interruptions. Further, you will have to take the exam on a computer that has a strong internet connection so that your connection does not “freeze” or get cut off. Please plan wisely and DO NOT wait until the last minute to complete this exam.
  
- 3) **Critical Thinking Questions:** There will be **6 Critical Thinking** questions spread throughout the semester. Each of these questions will be worth 10 points each which will make up 60 points toward the final grade. **All of these assignments must be done in a professional manner. You should proofread responses before submitting them. Mechanical errors, (i.e., grammar, spelling, capitalization, spacing, omission of words) will constitute a deduction of points on these assignments. Please be sure to answer all parts of the questions.**
  
- 4) **Discussion Board Questions:** There will be **5 Discussion Board questions** spread throughout the semester. Each of these questions will be worth 10 points each which will make up 50 points toward the final grade. **All of these assignments must be done in a professional manner. You should proofread responses before submitting them. Mechanical errors, (i.e., grammar, spelling, capitalization, spacing, omission of words) will constitute a deduction of points on these assignments. Please be sure to answer all parts of the questions. It is expected that you participate fully in the discussion boards and converse with your classmates and the instructor in a mature, professional and respectful manner.**

## VI. INSTRUCTIONAL POLICY

Each week under the “Course Materials” section, you will see a “packet.” Packets are readings, activities and assignments for each week. Since the course is divided into sixteen weeks, you will be responsible for completing the work in sixteen packets. The first week of classes, you will have two packets to complete: The “Getting Started” and the Chapter 1 packet. After that, you will be able to access a packet each week.

Each packet will give details regarding the readings required for that particular week as well as specifics of the activities and/or assignments that are due for that week. The activities and assignments will vary throughout the semester. The assignment will be some sort of writing reflecting your performance of an activity and your understanding of the subject matter of the packet. The particulars of the assignment will be expressed in each individual packet. The packet will be “turned on” every Thursday morning

at 8:00am and will be "turned off" the following Thursday at 8:00 P.M. **Once the packet has been "turned off" you will no longer be able to access it.**

**\*\*Please note, chapters 15, 16, and 17 packets do not follow this routine. You can see the changes in the course schedule located in this syllabus and on UCompass.\*\*\***

Please turn in all of your assignments on time. You will always be given enough time to complete assignments for each chapter. Once the deadline for the chapter has been reached, you can no longer turn your work in. If you miss a deadline, your assignment can not be made up and there is no opportunity for extra credit.

Sometimes, we all encounter unavoidable computer/internet connection problems. However, this will not be an excuse for not submitting your work. **Please note that the instructor is not responsible for any lost work!** Give yourself enough time to post your work and do not wait until the last minute to do so! **DO NOT PROCRASTINATE! GET YOUR WORK IN ON TIME!!!**

IMPORTANT: If you choose to submit answers close to due dates for post-tests, the final exam, critical thinking, etc. there is a possibility that those answers will not get recorded in the system. This is due to the fact that the UCompass clock and your computer clock are different. If you try to submit answers right before assignments close and the gradebook shows a zero for the assignments, you will earn a zero. **I will NOT go into your assignments to see if the system recorded answers because you waited until the last minute to submit.** PLEASE plan accordingly!

Should you experience issues with your computer or Internet service, you must use the computers at HFCC or any public library. **Please note that if you experience technical issues with your computer and/or the Internet, it is YOUR problem and YOUR responsibility to find another computer to use. You are STILL responsible for assignments regardless of the status of your computer. Because of this, you should not wait until the last minute to complete assignments.** If you encounter any issue that may prevent you from completing assignments on time, you should contact me ASAP. Do not wait weeks after a situation or contact me right before the end of the semester. I may or may not allow you extra time, depending on your situation. You will need to provide a verifiable excuse should I allow you extra time. I expect you to complete all assignments by the specified due dates. I am not kidding about this and take it very seriously!

## VI. ATTENDANCE POLICY

It is true that students must attend class if they are to be well prepared for the workplace. Online courses are no different from traditional classroom courses in this regard. Student attendance in online courses is defined as active participation in the course. Online courses will, at a minimum, have weekly mechanisms for student participation, which can be documented by the completion of mandatory assignments. Students are expected to complete all weekly assignments and activities contained within this course. Penalties may be imposed, at the discretion of the individual instructor, whenever the quality of the student's work has been affected by non-participation and non-completion of course assignments and activities. Therefore, it is crucial that you stay up to date and are aware of all of your submission dates.

In the event of an emergency (sickness, hospitalization) that may prevent you from submitting your work, you must contact the instructor immediately. If you are unable to do so, have someone else contact me to inform me of your whereabouts and to arrange a time to turn in your late work. The instructor will require some written, verifiable documentation via email or fax. The message should be sent as soon as possible.

## VII. COMMUNUCATION via EMAIL

If you have any concerns about the course (grade-related or otherwise), you should email me immediately and directly. However, the discussion board will not be used to discuss your course concerns. The concerns you have about the course should be discussed privately with the instructor, as they are *your* concerns and not your classmates.'

**In ALL emails please put the course number and section number as the subject heading (Soc 131- section #) or else your message may not be read. I expect you to write your emails properly. In other words, please address me properly, use complete sentences, proper spelling and grammar, and make sure your name is at the end of the email or I will NOT respond.** Please use your name and my name in all emails. For example, I will not respond to emails that address me as "Hey," or "Yo," and/or that are signed off without a name or as "Peace," or "get back." If you email me and have not heard a response within a 24 hour time frame, I would suggest you re-read your message to see if you are missing any of these requirements. **Writing proper emails is something I take very seriously.** As you know, messages sent via email can often "sound" very differently than they would if you were talking to someone in person. **Therefore, it is important to write emails properly and in a professional manner since I am not your friend but your instructor.**

## VIII. DROP POLICY

You are responsible for dropping this course by the date set by the registrar's office each semester. **The last day that students can drop a class without the instructor's permission is on Nov 11.** You can do this by completing a form at the Registration Office. As already stated, no automatic drops will be granted! In other words, if you suddenly stop turning in work or participating in class activities, I will not assume that you dropped the course and instead I will give you the grade you earned up to the point you stopped participating. If by the end of the semester you are not doing as well as you hoped, please do not ask me to drop you from the course.

## IX. TUITION REFUNDS

Refunds on tuition and fees (except registration fees) may be obtained on all classes of fifteen-week duration officially dropped according to the following schedule:

100% 1st week of classes (Aug 26-Sept 1)

50% 2nd week of classes

No tuition refunds are given after the end of the second week of classes and no exceptions are made for students who enter late. Details may be obtained in the Office of the Registrar.

## **X. ONLINE CONDUCT POLICY**

A. Students at HFCC are expected to show respect for order, law, the personal rights of others, and the educational mission of the College, as well as to maintain standards of personal integrity.

B. Students working online will be held to the same behavioral standards as students in traditional classrooms. Please be aware that I will be observing your thread discussions with each other, and I will review those discussions, commenting where appropriate with the goal of helping you to better understand the course content. Specifically, you should adhere to the following guidelines:

- Personal correspondence should be conducted elsewhere.
- Treat and respect others as you would like to be treated.
- “Flaming”, an angry series of words or comments used to personally attack others who may disagree with you, is not permitted.
- Take time to review the tone, language, word choice, spelling, and grammar of any written correspondence prior to sending it. You will be judged by the quality of your work.
- HFCC’s computer use policy is in effect. It can be found at <http://www2.hfcc.edu/resources/policy.htm>
- Students are responsible for completing their own online course work.

Please note: If you have any concerns about the course (grade-related or otherwise), you should contact the instructor immediately and directly. The “Discussion Board” is not the place to discuss your course concerns. The concerns you have about the course or your grade should be discussed privately with the instructor, as they are *your* concerns and not your classmates.’

## **XI. ACADEMIC DISHONESTY POLICY ON CHEATING**

Henry Ford Community College considers academic dishonesty to be a serious offense. It is the policy of the College that determination of and appropriate action in respect to academic dishonesty by a student shall be a matter of individual judgment by the instructor. The instructor may administer a penalty up to and including failure in the particular course. It is the professional obligation of the faculty to enforce academic integrity in their courses.

Academic dishonesty is any activity intended to improve a student's grade fraudulently.

\* It includes, but is not limited to, the following:

1. Unauthorized acquisition of tests or alteration of grades (such as the stealing of tests, test keys, or grade books from faculty offices or elsewhere, or the purchasing of tests or grade books);
2. Unauthorized use of notes, books, or other prohibited materials during an examination;
3. Open cheating on an examination (such as copying from another student's paper);
4. Permitting another person to take a test in the student's place or receiving unauthorized assistance with any work for which academic credit is received;
5. Providing unauthorized assistance with any work for which academic credit is received;
6. Revision of graded work in an attempt to receive additional credit fraudulently;
7. Plagiarism (using another person's work without acknowledgment);
8. Any other conduct intended to obtain academic credit fraudulently or dishonestly. If an instructor fails a student in a course for academic dishonesty, the instructor must immediately notify in writing the student and the registrar of the infraction, retaining copies of both notifications.

The registrar maintains a record of all such violations. If a student fails two classes as a result of academic dishonesty, he or she is dismissed from the College for two academic years. In addition, a notation of the reason for academic dismissal is placed on the student's transcript. The notation may be expunged at the discretion of the appropriate vice president if the student petitions for its removal after at least two years have elapsed since the disciplinary action. If a student believes that the accusation is false, he or she may appeal through the Student Complaint Procedure. If the appeal reaches the

Student Complaint Board, the Board may consider only whether the charge is justified. The Board may not set aside or change the penalty given by the instructor unless the charge of academic dishonesty is set aside.

\*Any action that violates the Student Conduct Policy and Due Process Procedure is also subject to review under that policy.

## **XII. STUDENT SUPPORT SERVICES**

### **Data & Voice Administration**

If you need assistance with username and password issues, please contact Data & Voice Administration at 313-845-6345, or by e-mail [helpdesk@hcc.edu](mailto:helpdesk@hcc.edu), located on the second floor of the Andrew Mazzara Conference Center (formerly the ASCC-Administrative Services and Conference Center Building).

### **Instructional Technology**

If you require assistance accessing UCompass Educator courses, please contact Instructional Technology at 313.845.9663, ext.4, 5, or 6 or via e-mail at [signorelli@hfcc.edu](mailto:signorelli@hfcc.edu), [kolin@hfcc.edu](mailto:kolin@hfcc.edu), or [gagaddis@hfcc.edu](mailto:gagaddis@hfcc.edu). Instructional Technology is located on the lower level of the Learning Technology Center (same building as Campus Safety), room A-004.

### **Media Center**

Located on the second floor of the Library, the Media Center is an open access computer lab where students can go to work on computer assignments, access the internet, and/or check their e-mail. For more information, you may contact the Media Center at 313.845.6386. For more information regarding Library Services, you may phone 313.845.9606.

### **Assisted Learning Services**

The Assisted Learning Services Program is designed to assist physically challenged, learning disabled or academically disadvantaged students at Henry Ford Community College to overcome barriers to education through supportive services. In addition, the Assisted Learning Services Department also provides tutoring services to the general student population. Assisted Learning Services is located in the LRC (Learning Resources Center), north side (parking lot side) main level. For more information, you may contact the office at 313.845.9617 or for the hearing impaired 313.845.9804.

### **Learning Lab**

Located on the second floor of the Learning Resource Center, the Learning Lab assist HFCC students with identifying and improving the skills needed for success in the areas of Reading, Writing, and Math. Although operation hours may slightly vary each semester, generally,

the Learning Lab is open Monday, Tuesday, Wednesday and Thursday, from 7:30 a.m. – 8:40 p.m., on Friday from 7:30 a.m. – 4:30 p.m., and Saturday from 9:40 a.m. – 1:40 p.m. For more information, contact the Learning Lab at 313.845.9643.

**XIII. GRADING PROCEDURE AND COURSE SCHEDULE**

**Course Requirements**

**Grading Scale**

<b>Assignments</b>	<b>Points</b>	<b>Percentage</b>
Post-Tests (16x15) = 240 points	<b>400-358=A</b>	<b>100% - 90% =A</b>
Final Exam (50x1) = 50 points	<b>357-318=B</b>	<b>89% - 80% = B</b>
Critical Thinking (6x10) = 60 points	<b>317-278=C</b>	<b>79% - 70% = C</b>
Discussion Board (5x10) = 50 points	<b>277-238=D</b>	<b>69% - 60% = D</b>
<b>Total= 400 points</b>	<b>&lt;237=E</b>	<b>59% or less = E</b>

**Some Tips:**

You should keep track and calculate your grades each week. In order to calculate your grades you can follow these steps:

1. Add the total number of **points earned** for all assignments.
2. Add the total number of **points possible** for all assignments.
3. Divide the total number of **points earned** by the total number of **points possible**.
4. Multiple this number by 100. This number is your grade. You will see that it is the percentage based on a 100-point scale. For example, if the number you calculate is a 90, the grade is a 90%, or an A.

When in UCompass, you can check grades in the Course Gradebook. However, for various reasons it is not always accurate and therefore, it is important that you also keep track of your own grades.

**Please note:**

- 1) The only way to tell if you submitted your DB responses correctly is to go to the **Discussion Board** itself and look at all of the responses. **If you do not see your name and your response you have submitted them incorrectly.** Please do not modify your response after the due date because it will change the submission date and therefore you will not earn any grades once it is past due.
- 2) **You will no see your grade for your DB and CT assignments until a grade is assigned to them.** So just because the due date has passed does not mean a grade will be posted immediately. **If you keep checking the gradebook it will continue to say “Not submitted” or “0” until the instructor has graded it. Please be patient, it may take a few days or weeks for the grades to appear.**

**COURSE ASSIGNMENTS**

<b>DISCUSSION BOARDS</b>	<b>CRITICAL THINKING</b>
Chapter 1	Chapter 3
Chapter 7	Chapter 4
Chapter 8	Chapter 5
Chapter 12	Chapter 6
Chapter 16	Chapter 9
	Chapter 14

**TENATIVE COURSE SCHEDULE-** The instructor reserves the right to change the schedule as necessary

<b>8/26– 9/2</b>	Getting Started & Chapter 1 Packet- <b>All assignments are due by 8:00pm on 9/2</b>
<b>9/2-9/9</b>	Chapter 2 Packet- <b>All assignments are due by 8:00pm on 9/9</b>
<b>9/9-9/16</b>	Chapter 3 Packet- <b>All assignments are due by 8:00pm on 9/16</b>
<b>9/16-9/23</b>	Chapter 4 Packet- <b>All assignments are due by 8:00pm on 9/23</b>
<b>9/23-9/30</b>	Chapter 5 Packet- <b>All assignments are due by 8:00pm on 9/30</b>
<b>9/30-10/7</b>	Chapter 6 Packet- <b>All assignments are due by 8:00pm on 10/7</b>
<b>10/7-10/14</b>	Chapter 7 Packet- <b>All assignments are due by 8:00pm on 10/14</b>
<b>10/14-10/21</b>	Chapter 8 Packet- <b>All assignments are due by 8:00pm on 10/21</b>
<b>10/21-10/28</b>	Chapter 9 Packet- <b>All assignments are due by 8:00pm on 10/28</b>
<b>10/28-11/4</b>	Chapter 12 Packet- <b>All assignments are due by 8:00pm on 11/4</b>
<b>11/4-11/11</b>	Chapter 13 Packet- <b>All assignments are due by 8:00pm on 11/11</b>
<b>11/11-11/18</b>	Chapter 14 Packet- <b>All assignments are due by 8:00pm on 11/18</b>
<b>*11/18- 11/29*</b>	Chapter 15 Packet- <b>All assignments are due by 8:00pm on 11/29</b>
<b>**11/29-12/6**</b>	Chapter 16 Packet- <b>All assignments are due by 8:00pm on 12/6</b>
<b>***12/6-12/13***</b>	Chapter 17 packet- <b>All assignments are due by 8:00pm on 12/13</b>
<b>FINAL EXAM</b>	The <b>FINAL EXAM</b> is available for you to take at your convenience.
<b>(12/13-12/15)</b>	You can access it on <b>Monday December 13 at 8:00 a.m. and it is DUE BY Wednesday December 15 at 8:00 p.m.</b>  Make sure you give yourself enough time to start, finish, and submit your answers before this time!!!

**Please note!!!**

\* The Chapter 15 packet will be open longer than usual because of the Thanksgiving break.

**\*\*The Chapter 16 packet will open on Monday Nov 29 and close the following Monday Dec 6.**

**\*\*\* The Chapter 17 packet will open on Monday Dec 6 and close on Monday Dec 13.**