

THE UNIVERSITY OF NEW MEXICO--VALENCIA
SYLLABUS FOR INTRODUCTION TO SOCIOLOGY (FALL 2017)
SOC 101: Section 503 / Course #61335 / 8-week Online (10/16 – 12/9)

Professor: Dr. Julia Wai-Yin So
Online Office Hours: 8:00 – 8:30 AM (MST) on Tuesday & 9:00 – 9:30 PM (MST) on Thursday
Online Office Location: Virtual office via the *Question Forum* button located on the left panel of the course page
General questions: use the *Question Forum* button located on the left panel of the course page
Course e-mail: use the *Send Messages* button located on the left panel of the course page
Emergency contact: juliaso@unm.edu (will respond within 24 business hours) or
call the Academic Office at 505-925-8600 during regular office hours (MST)
For technology issues: Create a Support Ticket using the button located on the left panel of the course page.



COURSE DESCRIPTION

This is an 8-week online college course that is both compressed and intense. Designed to introduce students to the basic sociological concepts, this course helps students to better understand how culture and socialization shape one's behaviors and worldviews. In addition to promoting a clearer understanding of the impact of the social, political, and economic environments on individual lives, this course also strives to cultivate students' capacity to link "personal troubles" and "public issues" using sociological concepts.

COURSE LEARNING OUTCOMES

At the end of the semester, when you do your part as a student, you will be able to:

STUDENT LEARNING OUTCOMES	NM HIGHER EDUCATION DEPARTMENT REQUIREMENT
Describe and explain the concept of social structure, and its key elements such as status, role, class, power, ethnicity, race, gender, and social stratification.	Area IV, Competency 1
Explain how society shapes and is shaped by important elements of culture, such as beliefs, values, practices, norms, worldviews, and language.	Area IV, Competency 2
Explain the socialization process and how it operates through at least three major agents of socialization such as the family, education, peer groups, or the media.	Area IV, Competency 3

***SPECIFIC LEARNING OUTCOMES OF EACH SET ARE LISTED IN THE E-WORKBOOK.**

COURSE REQUIREMENT

(YOU MUST READ AND UNDERSTAND THE COURSE REQUIREMENT)

This is a college course—it requires both reading and writing. This course is not for you if you plan to avoid reading or writing. Designed for an eight-week semester, this online course is both compressed and intense. It is not self-paced. Students are required to independently complete the following weekly activities:

- participate in all weekly *Discussion Forum*
- read between 20 and 30 pages of your textbook
- complete the assigned worksheet from the e-workbook
- take online quizzes
- watch online videos from various websites or at *Films on Demand* via UNM-Valencia library
- check *Messages* in *UNM Learn* every other day.

Students are also required to submit 3 assessment assignments and 2 video reflection essays by their deadlines. **Deadlines are set by Mountain Standard Time (MST) in the U.S. time zone.** No late work is accepted, nor is hand-written work.

REQUIRED TEXTBOOK & MATERIALS

1. UNM Net ID and a valid UNM e-mail address
2. **Introduction to Sociology.** OpenStax College. 2015. ISBN-10 1938168410 or ISBN-13 978-1-938168-41-3. Free download at: <https://openstax.org/details/introduction-sociology-2e>
3. Free online textbook resources for students at: <https://openstax.org/details/introduction-sociology-2e#student-resources-section>
4. **Workbook for Introduction to Sociology.** Julia W. So. 2016. Kendall Hunt Publishing Company. The e-workbook (ISBN 978-1-4652-9938-3) can be purchased at: <https://he.kendallhunt.com/product/workbook-introduction-sociology-university-new-mexico-valencia-campus>
5. Online access to *UNM Learn* at <https://learn.unm.edu/> to access related course materials
6. Individual personal account to access *Films on Demand* from UNM-Valencia Library (you will receive an e-mail from the UNM-Valencia library on your login ID and password)

TECHNOLOGY REQUIREMENT

As an online course, all instructional content and interaction will take place over the Internet. First and foremost, it is students' responsibility to have access to the Internet. Not having Internet access does not excuse any students from not doing assignments or submitting work on time. Students should also have a competence level in basic typing skills, proficiency in operating MS-WORD, converting files into PDF formats, uploading/downloading files in *UNM Learn*, as well as sending/receiving e-mail with PDF attachments.

TECHNOLOGY ASSISTANCE

If you encounter problems while assessing *UNM Learn* or other online related issues, please create a support ticket either under Main Campus' UNM Learn or under Valencia's Computer Support Service. Both accesses are located on the left panel of the course page. You may also obtain additional Online Learning Resources at: <http://valencia.unm.edu/academics/online-learning/students.html>

ATTENDANCE

Attendance is recorded by submission of assignment and discussion. Students will be dropped from the course with two consecutive missed assignments and two consecutive weeks' missed postings in Discussion Forum.

MUTUAL EXPECTATIONS

COMMUNICATION WITH ME

- The best way to reach me is via the *Question Forum* (during my office hour) or *Send Messages* in UNM Learn.

YOU CAN EXPECT ME TO ...

- not accept late work or work that is not typed.
- respond to your *Messages* in UNM Learn by the next business day.
- return all assignments in no more than two weeks.

YOU CAN ALSO EXPECT ME TO DROP YOU WHEN YOU...

- do not log on to UNM Learn two weeks continuously.
- miss two posting on the *Discussion Forums*.
- miss two weekly quizzes.

To excel this class, all you need to do is follow the course schedule and do the work.

STUDENT CODE OF CONDUCT

Students will be disciplined when engaged in any behaviors that “affect adversely the University’s educational function...interfere with the rights of others to pursue their education, to conduct their University duties and responsibilities or to participate in University activities” per UNM policy at:

<https://pathfinder.unm.edu/code-of-conduct.html>

Mutual respect is expected between students as well as between students and the professor. In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants (TA), and Graduate Assistants (GAs) are considered “responsible employees” by the Department of Education (see p.15 - <http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, see: <https://policy.unm.edu/university-policies/2000/2740.html>

Academic Dishonesty includes “dishonesty in quizzes, tests, or assignments; claiming credit for work not done by you or done by others; hindering the academic work of other students” and **Plagiarism**—an academic theft. It is when you copy an idea or any text that is more than six words from any source, including the Internet or your friends, without citing the source. To avoid plagiarism, you must enclose whatever you copy in quotation marks and cite the source. Any student suspected of academic dishonesty will be subject to the investigative and disciplinary process of UNM. Please refer to <http://handbook.unm.edu/policies/section-d/d100.html>

This course has a **zero tolerance policy** on academic dishonesty. When found guilty, you will be dropped from the course and a report will be submitted to the Division Chair and the Instruction Dean. The same report will be kept in the student’s academic file.

COURSE GRADING SCHEME

THE EVALUATION OF FINAL COURSE GRADE IS BASED ON THE FOLLOWING:

7 of the 8 Online Quizzes	60%
7 of the 8 Online <i>Discussion Forum</i> Postings	10%

3 of the 3 required Assessment Assignments	10%
<u>2 of the 2 required Video Reflection Essays</u>	<u>20%</u>
Total	100%

Online Quizzes (60% of course grade)

Students are required to take eight online quizzes—one per week. The lowest grade from the first seven quizzes will be dropped. The last quiz is mandatory. No make-up quizzes are given. If you miss two quizzes, you will be dropped from the course. The average of the seven quizzes account for 60% of the course grade. Quizzes include true/false, multiple choice, matching, fill-in-the-blanks questions. They will be posted for 48 hours from 12:01 AM Friday to 11:59 PM Saturday. You have 48 hours to complete the quiz. Once begin, you cannot stop. To avoid interruptions, select your quiz time carefully and time yourself wisely while you take your quizzes. If you are not satisfied with the grade of your first attempt, you can retake the quiz once. All quizzes are closed book and closed notes.

If *UNM Learn* experiences unexpected down time, either while you are taking the quiz or closes on the day of final quiz, your final course grade will be calculated based on all work assessed up to that point during this semester. It includes the grades from: (1) the average grade from the six quizzes (the one with the lowest grade will be excluded); (2) two video reflection essays, (3) eight online discussion forum postings, and (4) two assessment assignments.

Discussion Forum Postings (10% OF COURSE GRADE)

You are required to participate in 8 online discussions. The average of the top 7 grades constitutes 10% of course grade. For each discussion, you are expected to write at least five sentences responding to the question I post and five sentences responding to your peers' posting. *Discussion Forums* for each week are available from 12:01 AM Sunday to 11:59 PM Wednesday. Their availability is also posted on the online calendar.

Guidelines for class discussions:

- acknowledge we all have misinformation & biases that can lead to stereotypes
- acknowledge we live in a society where various forms of privilege and oppression exist
- acknowledge your peers are like you--doing the best they can to learn
- listen with open mind and speak with open heart
- practice active listening (i.e. listen with no judgement)

ONLINE CODE OF CONDUCT

Online classroom is a public place for learning. Students are expected to observe "netiquette." You can find out more about netiquette @ <http://www.albion.com/netiquette/>

ASSESSMENT ASSIGNMENTS (10% OF COURSE GRADE)

Three assessments are required. Each is worth 10 points. The average of the three assessments constitutes 10% of course grade. Their due dates are listed on the Course Schedule in this syllabus as well as the online calendar. All assessment assignments will be taken down on its due dates.

Unit (1): *On Course* Self-Assessment (instructions posted on UNM Learn / due 10/23)

Unit (2): Self-esteem Assessment (instructions posted on UNM Learn and p.91 / due 11/13)

Unit (3): Test Anxiety Assessment (instructions posted on UNM Learn and p.93 / due 12/4)

VIDEO REFLECTION ESSAYS (VRE: 20% OF COURSE GRADE)

A total of two VREs are required. Their due dates are listed on the Course Schedule in this syllabus as well as the online calendar. Students are required to watch a video, read an article, and write a two-page reflection essay, addressing the questions posted in the assignments. Specific instructions are listed on *UNM Learn*. No late work is

accepted, nor is hand-written work. The average of both essays accounts for 20% of course grade. A grading rubric is provided on each assignment sheet as well as online.

VRE (1): *Raising Cain* (page 101 / due 11/6)

VRE (2): *Unnatural Causes: Is Inequality Making Us Sick?* (page 105 / due 11/27)

*According to UNM policy at http://degrees.unm.edu/undergrad_programs/682/degree_plans, the passing grade of all sociology courses is a "C." Students must complete all course requirements to earn credit for the course. Those who fail to complete the requirements will be assigned an "F."

Extra Credit from the Question Forum postings

Functions as a blog, the *Question Forum* is created for any students to post their questions regarding this course. All students are encouraged to participate and share answers within 24 hours. You will earn 0.5 point every time you respond with a relevant answer within 24 hours. You can earn up to four points toward your course grade. Points will only be earned when you answer another student's question within 24 hours.

The final letter grade on your transcript will be based on the following:

99 - 100	A+
94 - 98.9	A
90 - 93.9	A-
87 - 89.9	B+
84 - 86.9	B
80 - 83.9	B-
77 - 79.9	C+
<u>72 - 76.9</u>	<u>C* Please note that any grade less than a 72 is a failing grade.</u>
67 - 71.9	D+
64 - 66.9	D
60 - 63.9	D-
Less than 60	F

*According to UNM policy at http://degrees.unm.edu/undergrad_programs/1004/degree_plans, the passing grade for all sociology courses is a "C." Students must complete all course requirements to earn credit for the course. Those who fail to complete the requirements will be assigned an "F."

SCHEDULE OF TOPICS / ASSIGNMENTS / QUIZZES

Week (1): Set (1) on An Introduction to Sociology

Date	Set	Ch.	Topics/Assignments
10/16 (M)	1	1	Access Week (1) materials and assignments on VREs & Assessments from 12:01 AM
10/18 (W)			Posting for Week (1) <i>Discussion Forum</i> by 11:59 PM
10/20 (F)			Last day to add a course
10/20-10/21 (FRI - SAT)			Take Quiz (1) by 11:59 PM on 10/21/2017 Week (2) materials available from 12:01 AM on 10/20

Week (2): Set (2) on Culture

Date	Set	Ch.	Topics/Assignments
10/22 (Su)	2	3	Access Week (2) materials from 12:01 AM
10/23 (M)			On Course Self-Assessment due by 11:59 PM

10/25 (W)			Posting for Week (2) <i>Discussion Forum</i> by 11:59 PM
10/27 (F)			Last day to drop a course without a grade by 5:00 PM
10/27-10/28 (FRI - SAT)			Take Quiz (2) by 11:59 PM on 10/28/2017 Week (3) materials available from 12:01 AM on 10/27

Week (3): Set (3) on Groups and Organization

Date	Set	Ch.	Topics/Assignments
10/29 (Su)	3	6	Access Week (3) materials from 12:01 AM
11/1 (W)			Posting for Week (3) <i>Discussion Forum</i> by 11:59 PM
11/3 – 11/4 (FRI - SAT)			Take Quiz (3) by 11:59 PM on 11/4/2017 Week (4) materials available from 12:01 AM on 11/3

Week (4): Set (4) on Socialization

Date	Set	Ch.	Topics/Assignments
11/5 (Su)	4	5	Access Week (4) materials from 12:01 AM
11/6 (M)			VRE (1) on “Raising Cain” due by 11:59 PM (page 105)
11/8 (W)			Posting for Week (4) <i>Discussion Forum</i> by 11:59 PM
11/10-11/11 (FRI - SAT)			Take Quiz (4) by 11:59 PM on 11/11/2017 Week (5) materials available from 12:01 AM on 11/10

Week (5): Set (5) on Family

Date	Set	Ch.	Topics/Assignments
11/12 (Su)	5	14	Access Week (5) materials from 12:01 AM
11/13 (M)			Self-esteem Assessment due by 11:59 PM
11/15 (W)			Posting for Week (5) <i>Discussion Forum</i> by 11:59 PM
11/17-11/18 (FRI - SAT)			Take Quiz (5) by 11:59 PM on 11/18/2017 Week (6) materials available from 12:01 AM on 11/17

Week (6): Set (6) on Education

Date	Set	Ch.	Topics/Assignments
11/19 (Su)	6	16	Access Week (6) materials from 12:01 AM
11/22 (W)			Posting for Week (6) <i>Discussion Forum</i> by 11:59 PM
11/24 (F)			Last day to withdraw without Student Services Permission by 5:00 PM
11/24-11/25 (FRI - SAT)			Take Quiz (6) by 11:59 PM on 11/25/2017 Week (7) materials available from 12:01 AM on 11/24

Week (7): Set (9) on Race & Ethnicity

Date	Set	Ch.	Topics/Assignments
11/26 (Su)	9	11	Access Week (7) materials from 12:01 AM
11/27 (M)			VRE (2) on “Is Inequality Making Us Sick?” due by 11:59 PM (page 110)

11/29 (W)			Posting for Week (7) Discussion Forum by 11:59 PM
12/1 – 12/2 (FRI - SAT)			Take Quiz (7) by 11:59 PM on 12/2/2017 Week (8) materials available from 12:01 AM on 12/1

Week (8): Set (10) on Gender, Sex, and Sexuality

Date	Set	Ch.	Topics/Assignments
12/3 (Su)	10	12	Access Week (8) materials from 12:01 AM
12/4 (M)			Test Anxiety Assessment due by 11:59 PM
12/6 (W)			Posting for Week (8) <i>Discussion Forum</i> by 11:59 PM
12/8 (F)			Last day to change grading options by 5:00PM Last day to withdraw with Student Services Permission by 5:00 PM
12/8 – 12/9 (FRI - SAT)			Take Quiz (8) by 11:59 PM on 12/9/2017

CAMPUS RESOURCES

(INFO ACCESSED FROM UNM-VALENCIA WEBSITE ON 10/10/2017)

DISABILITY SUPPORT SERVICES: In accordance with University Policy 2310 and Americans with Disabilities Act (ADA), any student who, because of a disability, may require certain special arrangements in order to meet course requirements should contact the instructor as soon as possible to make necessary accommodations. If you are a student with documented physical or learning disability, please notify me during the first week of class. If you have special need and require accommodation in the classroom or other academic setting, it is your responsibility to contact the Office of Equal Access Services at 505-925-8560. (<http://valencia.unm.edu/about/accessibility.html>).

VETERAN SUPPORT SERVICES: If you are a veteran, I strongly encourage you to identify yourself to me, especially if you seek awareness for or needing accommodations. For additional assistance, please contact Frances Duran (Campus Branch Registrar) at 505-925-8585 or fduran@unm.edu

ACCOMMODATION FOR SPIRITUAL TRADITION AND/OR FAITH-BASED OBSERVANCE

Please notify me of your obligations to spiritual tradition or faith affiliation. Reasonable accommodation for such observances, upon request in advance, will be considered.

Other Resources:

- The Purdue Online Writing Lab at: <https://owl.english.purdue.edu>
- Greenwich Time Zone Conversion at <https://greenwichmeantime.com/time-zone/usa/mountain-time/>
- Information on Online Learning: <http://valencia.unm.edu/academics/online-learning/index.html>
- Online sociology dictionary: <http://sociologydictionary.org/>
- UNM Learn Support Line: 505-277-0857 or 1-877-688-8817
- Valencia Computer Support Service: 505-925-8911
- UNM Learn Self-Help: <http://online.unm.edu/help>
- To submit a Help Ticket: <http://online.unm.edu/help/learn/support/index.html>

***Your Success in this Course Depends on YOU!
Your Success in Life Also Depends on YOU!***