

**THE UNIVERSITY OF NEW MEXICO–VALENCIA
SYLLABUS**

**Soc 101-301: Introduction to Sociology
SP 2019, Full Semester Online**

1. Course Information

Instructor: Jeremy E. Baker	Preferred Contact: Email
Office Hours/Location: N/A	Primary Email: profjebaker@unm.edu
	Backup Email: jbake100@csc.edu (Use only in an emergency)

This course is fully online. We do not meet on campus.

2. Course Description

Catalog Description

“This course will introduce students to the basic concepts and theories of sociology, as well as to the methods utilized in sociological research. The course will address how sociological concepts and theories can be utilized to analyze and interpret our social world, and how profoundly our society and the groups to which students belong influence them. Students will be given the opportunity to challenge their “taken-for-granted” or “common sense” understandings about society, social institutions, and social issues. Special attention will also be paid to the intimate connections between their personal lives and the larger structural features of social life. In addition, the implications of social inequalities, such as race/ethnicity, gender, and social class will be central to the course’s examination of social life in the United States.”

Course Materials

Title: The Real World: An Introduction to Sociology

Authors: Kerry Ferris and Jill Stein

Year: 2014

Publisher: Norton

ISBN: 978-0-393-92258-5

MBS is the online bookstore used by UNM (<http://bookstore.mbsdirect.net/unm.htm>). Books purchased through an alternative source cannot be sold back to the MBS bookstore.

Course Objectives/Learning Outcomes

After successful completion of the course, students will be able to:

1. Define sociological perspectives and the contributions that sociological knowledge can bring to the social sciences.
2. Understand the sociological imagination and explain the relationships between social structures, social forces and individuals.
3. Demonstrate the ability to apply the perspectives of symbolic interactionist theory, conflict theory, and structural-functionalist theory to qualitative and/or quantitative data.
4. Understand and explain intersectionality and the connections between race, class, gender, disability, sexual identity and other forms of structural inequality

Assessments

UNM-Los Alamos conducts ongoing assessments of student learning so that we can continue to improve the curriculum to give students the best education possible. The data collected for this assessment will be selected by the instructor or the department and may come from exams, projects, or other assignments. The assessment will focus on the learning outcomes in this syllabus (listed above). The data from this assessment will be collected and reported anonymously. Data summaries will be reported to the department, to the Office of Instruction, and posted on the web. The information collected will be used to make improvements to curriculum and teaching. This assessment is not a reflection of your grade and is not a grading exercise; it is simply an evaluation of how well students are mastering certain skills.

3. Course Policies

Grades and Grading Policies

Evaluation will be based on the following course activities and components, weighted as indicated:

Required Work and Grading

All formal writing assignments must follow APA format and be typewritten, double-spaced in a 12pt, Times New Roman font.

Assignments	
5 Quizzes: 10 points each (Lowest quiz dropped)	40 pts
4 Exercises: 20 points each	80 pts
13 Discussions: 10 points each	130 pts
3 Vocab Reviews: 20 points each	60 pts
Midterm Essay: 50 points	50 pts
3 Exams: 75 points each	225 pts
Total	585 pts

There are 575 points possible in this course. Grades will be determined on a traditional percentage system, with the appropriate plus or minus sign.

Course Requirements	Percent	Points
Quizzes	7%	40/585
Exercises	14%	80/585
Discussions	22%	130/585
Vocab Reviews	10%	60/585
Midterm Essay	9%	50/585
3 Essays	38%	225/585
Total	100%	585/585

Grade	Percent	Points
A+	100-98	585-573
A	97-93	572-544
A-	92-90	543-527
B+	89-87	526-509
B	86-83	508-486
B-	82-80	485-468
C+	79-77	467-450
C	76-73	449-427
C-	72-70	426-410
D+	69-67	409-392
D	66-63	391-370
D-	62-60	369-351
F	59% and below	350 and below

Weekly Assignments and Discussion Posts

Students are responsible for posting discussion questions, and prompts that I have posted on our UNM Blackboard Learn site.

The following will be expected of students on Discussion Boards

- In this class, we will be frequently discussing controversial topics. You do not have to agree with everyone, and you are expected to express your opinions. However, you must also respect the opinions of others. Intentionally homophobic, racist, sexist, ethnocentric, or otherwise discriminatory statements or behavior will not be tolerated. Such statements not only derail our work, but can be very hurtful to your fellow student.
- Each week, students are expected to make one initial post and at least two comment posts to fellow students or the professor.
- Students may receive a maximum of six points for initial posts and a maximum of two points for each comment post.
- Initial posts are to be at least 300 words and are to be made by Wednesday at 11:59 PM
- Comment posts are to be at least 100 words and are due by Sunday at 11:59 PM
- Students may not turn in late posts

The following will be expected of students in their weekly essays

- Each week, students are expected to submit one essay via Blackboard Learn
- Each essay has a maximum point value of 20 points.
- Each essay is to be at least 500 words and are due by Sunday at 11:59 PM
- All formal writing assignments must follow APA format and be typewritten, double-spaced in a 12pt, Times New Roman font.
- Students may not submit late work

Quizzes

Open book quizzes on Blackboard Learn will be available at the beginning of the semester and will shut on the scheduled days according to the syllabus. Quizzes can be completed before the Wednesday deadlines, but not after. Students have one hour, and one attempt, to complete these open-booked quizzes. Quizzes cannot be made up.

Exercises

During this course, there are a number of exercises. Each exercise is constructed to explore course content and test your knowledge beyond the use of multiple choice questions. These exercises are worth 25 points each.

Essays

All students will submit a midterm essay semester (worth 50 points). Essay prompts will be made available. Both essays will follow ASA format and must be submitted to Blackboard Learn as a **Word document attachment**. Essays not submitted in Word will be returned to student and points will be deducted for being late.

Formatting

All formal writing assignments must follow APA format and be typewritten, double-spaced in a 12pt, Times New Roman font.

Late Policy

I will not accept late Blackboard Learn assignments without a valid doctor's excuse. If you are having technical problems, you may email me your response to profjebaker@unm.edu by the due date, **Sunday 11:59 PM**. I will not accept essays more than two days after the assigned date. For each day the essay is late, the assignment will be marked down half a letter grade, so make sure to turn in your essays in a timely manner and in the appropriate format (attached as a Word doc.).

Extra Credit

I do not grant extra credit.

When can you expect your work to be graded?

My goal is to have all of your submissions for each week by the end of the last day of the following week. If I am unable to meet this deadline, I will make an announcement stating such.

Attendance and Participation Policy

- Attendance and overall participation will be measured by weekly work on Blackboard Learn. Students are responsible for submitting a weekly essays and discussions by Sunday 11:59 PM (Mountain Time), and completing quizzes by Wednesday 11:59 PM (Mountain Time). Students who miss more than 2 weekly assignments will be dropped. Two incomplete assignments equal one absence.
- Excused absences include documented hospitalization or other documented, unexpected extreme emergencies; if excessive absenteeism that falls under the purview of "excused absences" continues, I reserve the right to drop students from the course. Please note: doctor's appointments, child-care, court dates, and job scheduling conflicts do not count as excused absences by virtue of the online nature of this course.
- Students who miss the first assignment and do not contact me in the first week will be dropped.

Academic Honesty Policy

You are expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, including dismissal, against any student who is found responsible for academic dishonesty. Any student who has been judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course. Academic dishonesty

includes, but is not limited to, dishonesty on quizzes, tests, or assignments; claiming credit for work not done or done by others (plagiarism); and hindering the academic work of other students. A brief guide to what constitutes plagiarism and how to avoid it can be found here: <http://losalamos.unm.edu/library/docs/avoiding-plagiarism.pdf>.

You should take care not to leave your computer or thumb drive where others can steal or copy your work or make your files “public.” When using a public computer, you should make sure that you erase your work from the computer and remove your thumb drive.

4. Course Communications

Course Communications

UNM provides us with email addresses, and I like to use them. With that said, I expect you to communicate with me only using your UNM email address. In my experience, using outside addresses only creates confusion. My email address is profjebaker@unm.edu

You are expected to follow the rules of online etiquette (netiquette) in your communications with me and with each other. Classroom netiquette rules are posted in the online classroom.

Email Etiquette Policy

Please keep the following in mind when you write emails:

- Please avoid text-speak. Learning to write professional emails early on is a skill you need as you progress to higher academic levels and career pursuits.
- Emails that you write to me during the semester should include professional language, addressed with a subject heading including the type of question you are asking. For example, “Essay 1” would be an appropriate subject heading for a question regarding the first essay.
- Emails should also include a salutation. For example, “Dear Mr. Baker” or “Hello Mr. Baker” would be an appropriate salutation. Part of Composition is learning when and how to use proper diction and registers of language, and in a formal setting like a college course, professional titles are appreciated.
- Please close with an appropriate phrase and sign your email with your name. Some examples of appropriate phrases are “Sincerely,” or “Thank you for your help,”.
- Use short paragraphs (in general, 3-4 lines maximum) to make the email easy to read.
- Be sure to proofread your email for grammatical or spelling errors.

Faculty Email Response Time

You can expect a response from me within 24 hours on weekdays and 48 hours on weekends to course messages, email messages, text messages, or phone calls. When you receive a communication from me, you should attempt to reply within 48 hours.

Unexpected Cancellations

You can find information about unexpected cancellations of events or assigned work (e.g., exams, chats, discussions) in the **Announcements** section of the online classroom.

You should check Announcements each time you log in to the online classroom. You will receive information about campus emergencies via LoboAlerts. Confirm that you are signed up to receive notifications on <http://loboalerts.unm.edu>.

5. Technical Needs

Computer Requirements

Since this course is taught entirely online, frequent use of a computer is required. You must have access to a computer and to the internet, and you will need to be familiar with the use of a browser such as Internet Explorer, Chrome, Safari, or Firefox. Access at least part time, to a broadband (high speed) internet network, such as DSL, cable, wireless, or satellite, is strongly recommended since some of the assignments may involve audio and video clips. You can access a broadband network at many libraries and on campus.

From the UNM campus, you can access Learn and MyUNM from public computers, from computers in computer labs, and from computers in the library. If you wish to use your own computer on campus, you can connect to one of the UNM Wireless networks. Instructions for accessing these are given here: <http://losalamos.unm.edu/campus-life/computing-services/wireless-network.html>

Since this is an online course, some minimum hardware and software are required in order to complete the course. For recommended operating system requirements and web browser compatibility, see Blackboard Help for Students, Service Pack Q4 2015, here: <http://online.unm.edu/help/learn/support/browsers> Note that Learn works with a limited number of browsers and versions, so you should make sure you are using one of these. For all browsers, JavaScript and cookies must be enabled.

A list of software that is required for Learn is found in Appendix B of the *Online Learning at UNM Student Guide* (see below) and in the online classroom.

At present, Learn is not officially supported while running in a browser on mobile devices (tablets or smart phones) and some functions run poorly on these, if at all. You can try using them, but if you run into difficulties, UNM personnel will NOT be able to help. You should NOT ATTEMPT to use one of these devices to submit critical work such as assignments, exams, or discussion posts. Blackboard supplies a mobile version of Learn, which also is not officially supported by UNM and should be used only for viewing, not creating or submitting materials. You can find more information about the mobile version of Learn here:

<http://online.unm.edu/help/learn/mobile/students/>

UNM Computer Account Policy

You are required to have a UNM campus account (NetID). You will use this account to access this course via Blackboard Learn. You will also use this account to register for classes through MyUNM, <http://my.unm.edu>. This account is also used to read and send e-mail (the UNM email address looks like NetID@unm.edu), print transcripts, check financial status, and check degree progress. The NetID and password for Learn are the same as your login for your UNM Main Campus account.

You are **required** to check your UNM email (LoboMail) periodically, as this is the main communication method used by the university. You may forward your LoboMail to another email address; however, this is not encouraged by UNM and not supported by UNM IT personnel. https://unm.custhelp.com/app/answers/detail/a_id/6701/kw/forward%20lobomail .

You can access your email via MyUNM by clicking on the “MyUNM” link on or the Main Campus web page (<http://www.unm.edu>), or by typing in the web address <http://my.unm.edu> . You must then log in using your NetID and password. Email is available on the UNM Email tab. You should be aware of the computer use policies as they affect your education at UNM. See Computer Use Policy links on this page:

<http://losalamos.unm.edu/campus-life/computing-services/index.html> .

6. Support and Resources for Online Learning

Online Learning at UNM-LA Student Guide

You should read the *Online Learning at UNM-LA Student Guide – Blackboard Learn*:

<http://losalamos.unm.edu/academics/online-learning/students/online-learning-student-guide-blackboard.pdf> .

Student Readiness

You can assess your overall readiness for an online course by taking the quiz in Appendix A of the *Online Learning at UNM-LA Student Guide*.

You can view the computer skills needed for an online course in Appendix C of the *Online Learning at UNM-LA Student Guide*. If you need additional training in computer skills, several tutorials are offered at no charge through lynda.com at <http://lynda.unm.edu> .

Training and Help for Learn

You can find video training on how to use Blackboard Learn at <http://ondemand.blackboard.com/students.htm> .

UNM has provided additional help and quick-start training materials for Learn at <http://online.unm.edu/help/learn/> and under the Support button inside the Learn classroom.

Technical Support

If you are having technical problems with Learn, you can contact free technical support in one of the following ways:

- Phone: 505-277-0857, option 2 – IT and Learn support on Main Campus.
- Web: <http://online.unm.edu/help/learn/support/>
- UNM FastInfo: <https://unm.custhelp.com/> (UNM searchable knowledge base)
- UNM-LA IT support: go to <http://losalamos.unm.edu/campus-life/computing-services/index.html>

7. Academic Support

Academic Support Center (ASC)

The Academic Support Center at UNM-LA offers tutoring and academic help. For more information, go to <http://losalamos.unm.edu/asc/index.html> . Questions related to course organization or setup should be directed to me.

Libraries

The Library at UNM-LA has many electronic databases that you may find useful. You can link to the UNM-LA Library web site here: <http://losalamos.unm.edu/library/index.html>

You can access many electronic resources, including books and journals, through the UNM Main Campus Libraries at: <http://library.unm.edu> .

Student Services

Student Services is a central hub of information for prospective, current, and former students to find assistance and answers to questions about admissions, academic advising, registration, financial aid, and other resources on campus. <http://losalamos.unm.edu/faculty-staff/student-services/index.html>

8. UNM and UNM-LA Policies

Drop Policy

If you decide to drop the class, it is your responsibility to do so; you should be aware of University-wide posted deadlines for tuition refunds and mandatory assignment of grades. You should not assume that I will drop you before a deadline if you simply stop attending a face-to-face class or stop logging in to an online class.

Dropping a course may affect your financial aid status and/or tuition refund. A drop will result in a grade of "W." If you do not officially drop the class, you will receive the grade earned based on the syllabus grading criteria, which may be an "F."

Students' Online Classroom Participation May Be Monitored

The online classroom provides tools for the instructor to monitor students' participation in online classes. In addition to seeing all of the posts and comments that are made in discussions and blogs, I have access to records of when you logged in, what course materials you opened during each session, and when you submitted exams and assigned coursework. This data is made available to me to enable evaluation of class participation and to help me identify students having difficulties using online classroom features.

Course Evaluations

You will be requested to participate in an online course evaluation near the end of the course. UNM-LA requests that all students participate because the information they provide is helpful in improving courses for future students.

American Disabilities Act

"In accordance with University Policy 2310 and the American Disabilities Act (ADA), reasonable academic accommodations may be made for any qualified student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor's attention, as the instructor is not legally permitted to inquire. The student is responsible for demonstrating the need for an academic adjustment by providing Student Services with complete and appropriate current documentation that establishes the disability, and the need for and appropriateness of the requested adjustment(s). However, students with disabilities are still required to adhere to all University policies, including policies concerning conduct and performance. Students who may require assistance in emergency evacuations should contact the instructor as to the most appropriate procedures to follow. Contact Accessibility Services at 505-661-4692 for additional information." The UNM Accessibility Resource Center's web site is at this link: <http://as2.unm.edu>

The UNM Online Accessibility Support policy statement is available here: <http://online.unm.edu/help/learn/students/accessibility-support.html>

Blackboard's Commitment to Accessibility statement is available here:

<http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx>

Sexual Misconduct Policy

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the Department of Education (see pg 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>

Other Policies – Student Handbook

UNM-LA follows the UNM policies as stated in the **Pathfinder – Student Handbook**, which can be found at this link: <https://pathfinder.unm.edu/>.

9. Course Schedule

Please have readings due no later than Wednesday of each given week		Readings Due: All in "Real World: An Introduction to Sociology" by Ferris and Stein	Assignments Due:
Week 1: *Introduction	Lecture Posted Mon Jan 14		Due Wed Jan 16 *Initial Post (Discussion 1) Due Sun Jan 20 *Comment Posts *Orientation (Exercise 1)
Week 2: *Social Theory	Lecture Posted Mon Jan 21	Chapter 1	Due Wed Jan 23 *Initial Post (Discussion 2) Due Sun Jan 27 *Comment Posts *Quiz 1
Week 3: *Social Research Methods	Lecture Posted Mon Jan 28	Chapter 2	Due Wed Jan 30 *Initial Post (Discussion 3) Due Sun Feb 3 *Comment Posts *Quiz 2
Week 4: *Culture	Lecture Posted Mon Feb 4	Chapter 3	Due Weds Feb 6 *Initial Post (Discussion 4) Due Sun Feb 10 *Comment Posts * "Is it Ethnocentric?" (Exercise 2)
Week 5:	Lecture Posted Mon Feb 11	Chapter 4	Due Wed Feb 13 *Initial Post (Discussion 5)

*The Self and Interaction			Due Sun Feb 17 *Comment Posts *Citation and References Literacy (Exercise 3) *Vocab Review 1
Week 6: *Exam 1	Lecture Posted Mon Feb 18	Review Chapters 1,2,3, 4	<u>No Discussion this Week</u> Due Sunday Feb 24 *Exam 1
Week 7: *Life in Groups	Lecture Posted Mon Feb 25	Chapter 5	Due Wed Feb 27 *Initial Post (Discussion 6) Due Sun Mar 3 *Comment Posts *Midterm Essay
Week 8: *Deviance	Lecture Posted Mon Mar 4	Chapter 6	Due Wed Mar 6 *Initial Post (Discussion 7) Due Sun Mar 10 *Comment Posts *Essay 3
Week 9: Spring Break	Spring Break March 11-15. No Class		
Week 10: *Social Class	Lecture Posted Mon Mar 18	Chapter 7	Due Wed Mar 13 *Initial Post (Discussion 8) Due Sun Mar 24 *Comment Posts *Quiz 3
Week 11: *Race and Ethnicity	Lecture Posted Mon Mar 25	Chapter 8	Due Wed Mar 20 *Initial Post (Discussion 9) Due Sun Mar 31 *Comment Posts * “Prejudice or Discrimination?” (Exercise 4)
Week 12: *Religion	Lecture Posted Mon Apr 1	Chapter 10 (pages 303-313)	Due Wed Apr 3 *Initial Post (Discussion 10) Due Sun Apr 7 *Comment Posts *Vocab Review 2
Week 13: *Exam 2	No Lecture		Due Sunday *Exam 2
Week 14: *Gender and Sexuality	Lecture Posted Mon Apr 15	Chapter 9	Due Wed Apr 17 *Initial Post (Discussion 11) Due Sun Apr 21 *Comment Posts

Week 15: *Economy and Politics	Lecture Posted Mon Apr 22	Chapter 10 (pages 319-347) Chapter 11 (pages 281-294)	Due Wed Apr 24 *Initial Post (Discussion 12) Due Sun Apr 28 *Comment Posts *Quiz 4
Week 16: *Social Change	Lecture Posted Mon Apr 29	Chapter 12	Due Wed May 1 *Initial Post (Discussion 13) Due Sun May 5 *Comment Posts *Vocab Review 3 *Quiz 5
Finals Week	FINAL IS DUE ON WEDNESDAY MAY 8 AT 11:59PM		