

**South Plains College: Common Course Syllabus**  
**Department: Behavioral Sciences**  
**Revised August 2023**

Department: Behavioral Science Discipline:

Sociology Course Number: Soci1301

Course Title: Introduction to Sociology

Available Formats: conventional and internet

Campuses: Levelland, Reese, Plainview, Lubbock Center, Downtown Lubbock, Dual-Credit.

Prerequisite: No prerequisite for conventional sections; must be TSI compliant in reading for Internet sections including dual credit. Credit: 3 Lecture: 3 Lab: 0.

This course partially satisfies a Core Curriculum Requirement: Social and Behavioral Science Foundational Component Area (080)

**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.

**Core Curriculum Objectives addressed:**

- Communications skills—to include effective written, oral and visual communication
- Critical thinking skills—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- Empirical and quantitative competency skills—to manipulate and analyze numerical data or observable facts resulting in informed conclusions
- Social Responsibility—to include the demonstrated knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

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**Student 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.

**Student Learning Outcomes Assessment:** See instructor's course information sheet for information on assessment that may include the following: pretests and posttests, quizzes, discussions, essays and/or other types of assessment tools.

**Course Evaluations:** Refer to instructor's course information sheet for specifics on coursework and grading.

**Attendance Policy:** As per the SPC General Catalog: Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus. When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first-class meeting. Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy. It is the student's responsibility to verify administrative drops for excessive absences through Texan Connect. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

*See instructor's course information sheet for additions to the attendance policy.*

**Academic Integrity:** As per the SPC General Catalog: It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

**Cheating:** Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of all phases of course work. This applies to quizzes of whatever length, as well as to final examinations, to daily reports and to term papers.

**Plagiarism:** Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of fellow student, is guilty of plagiarism.

**More Information About Plagiarism and Cheating:** Students are expected to do their own work on all projects, quizzes, assignments, examinations, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant.

**Plagiarism violations include,** but are not limited to, the following: 1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill; 2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation; 3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; 4. Missing in-text citations; and 5. Using any form of A.I. to create or write your responses

**Cheating violations include,** but are not limited to, the following: 1. Obtaining an examination by stealing or collusion; 2. Discovering the content of an examination before it is given; 3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment; 4. Entering an office or building to obtain unfair advantage; 5. Taking an examination for another; 6. Altering grade records; 7. Copying another's work during an examination or on a homework assignment; 8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's; 9. Taking pictures of a test, test answers, or someone else's paper.

**Student Code of Conduct Policy:** As per the General Catalog: Rules and regulations relating to the students at South Plains College are made with the view of protecting the best interests of the individual, the general welfare of the entire student body and the educational objectives of

the college. As in any segment of society, a college community must be guided by standards that are stringent enough to prevent disorder, yet moderate enough to provide an atmosphere conducive to intellectual and personal development. A high standard of conduct is expected of all students. When a student enrolls at South Plains College, it is assumed that the student accepts the obligations of performance and behavior imposed by the college relevant to its lawful missions, processes and functions. Obedience to the law, respect for properly constituted authority, personal honor, integrity and common sense guide the actions of each member of the college community both in and out of the classroom. Students are subject to federal, state and local laws, as well as South Plains College rules and regulations. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens. Students are subject to such reasonable disciplinary action as the administration of the college may consider appropriate, including suspension and expulsion in appropriate cases for breach of federal, state or local laws, or college rules and regulations. This principle extends to conduct off-campus which is likely to have adverse effects on the college or on the educational process which identifies the offender as an unfit associate for fellow students. Any student who fails to perform according to expected standards may be asked to withdraw. Rules and regulations regarding student conduct appear in the current Student Guide.

In addition to the above policy: Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

**Students can find the Diversity Statement, Disabilities Statement, Non-Discrimination Statement, Title IX Pregnancy Accommodations Statement, and Campus Concealed Carry Statement here: <https://www.southplainscollege.edu/syllabusstatements/>.**

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## **Course Information Sheet** **Soci 1301 – Introduction to Sociology**

**Instructor:** Professor Morgan Keener

**Email:** [mkeener@southplainscollege.edu](mailto:mkeener@southplainscollege.edu)

**Location:** Plainview Center, 101H

**Office Hours:** Mondays & Wednesdays 8:00am-9:30am; Tuesdays & Thursdays 11:00am-1:00pm; Fridays 11:00am-12:00pm

**Course Overview:** 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.

**Core Curriculum Objectives addressed:**

- Communications skills—to include effective written, oral and visual communication
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**Student 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

**Required Text:** N/A – Resources will be made available in Blackboard.

**Course Materials:** Access to a computer, or fully charged laptop, and the internet; paper and writing utensil.

**How this Course is conducted:** This is a fully online course. We do NOT meet face to face. You are responsible for keeping up with your learning and assignments.

**Logging into Blackboard:** To access your course, go to <https://southplainscollege.blackboard.com/> or go to the SPC Homepage and click on the “Login to” link in the top right-hand portion of the page and then click on the Blackboard link on the pull-down or you can type or copy the address into the address window of your computer. I recommend that you bookmark Blackboard on your computer for quick access. You can also log into MySPC and there is a Blackboard link there. Once you reach the site you will click "Log In". The log-in screen will come up asking for your username and password. Simply follow the instructions on the screen.

**Technical Problems/Support:** If you are having computer problems, you must let me know. I will try to help you in any way that I can. Please remember that it is your responsibility to have a backup plan if your computer goes down. Please have this plan in place now and do not wait

until it is a crisis. If you lose your course work due to bad flash drives, Internet service down, computer crash, or your dog ate your homework, there is nothing I can do about it. THIS IS YOUR WARNING TO HAVE A BACKUP PLAN IN PLACE.

**IMPORTANT:** Most tech issues are related to failure to update java, using the incorrect internet browser (Google Chrome is the only acceptable browser) and/or not deleting browsing history files daily. Most issues are related to computer issues, not Blackboard. Please note that this instructor does NOT recommend use of any handheld devices for taking this course. Cellphones are wonderful but not for course work done on the Internet. Reminder - bookmark the Blackboard login page on your computer.

**SPC Technical Support Contact:** Call (806) 716-2180 or email at Blackboard@southplainscollege.edu for student technical support. I am your course work support contact. Only call or e-mail technical support with questions about Blackboard or computer functioning. There is Technical Support information in the Start Here area of your Blackboard course. It contains links to Student Tutorials and the Student Orientation Course for Blackboard. Contact me for any course content information.

PLEASE DO NOT WAIT UNTIL THE LAST MINUTE TO TURN COURSE WORK IN OR YOU MAY HAVE PROBLEMS! Remember the saying "TECHNOLOGY HAPPENS"!

**Anti-virus Software:** Please make sure that your computer has an up-to-date antivirus software program installed.

**Academic Integrity:** In addition to the policy in the Common Course Syllabus, students found guilty of cheating or plagiarism will earn a zero on the work in question for the first offense and will be dropped from the course with an 'F' should a second offense occur. Any amount of dishonesty is subject to these consequences, whether a lot or a little; this can include but is not limited to one copied sentence of a written assignment, a missing citation, an entire paper copied from someone/somewhere else, one plagiarized post on a discussion board, one copied exam item, looking at the scantron of another student during an exam or an exam or other coursework completed by someone other than yourself. You have also committed academic dishonesty when sharing course content/items/answers. This includes sharing course content with classmates or future students as well as sharing course content on websites such as Quizlet, Course Hero, or similar "study applications." For further information and examples please see the Catalog, Student Guide, or refer to [www.plagiarism.org](http://www.plagiarism.org)

**Attendance Policy:** The following is in addition to the Common Course Syllabus: You are expected to attend class in person and remain for the entire class. Attendance is required. If you are late, it is your responsibility to speak with the instructor to see if you missed an

important announcement or assignment at the beginning of the class. Please communicate with me if you plan to be absent – this is your responsibility as a student.

Blackboard “participation” in this class is **mandatory** – this is how you earn your grade. *There are numerous assignments which should force you to log-in continuously – even when you are not in class.* I understand that each of you has your own schedule and will be logging-in at different times. That’s fine. All that is expected of you is that you GET THE WORK DONE!! Each assignment and discussion have a dictated due DATE and TIME. It is your responsibility to get the work done and submitted to me by the designated time/date.

If you are unable to log-in or complete your work for any reason, YOU MUST CONTACT ME ASAP! Excuses such as “The network was down,” or “I could not figure out how to send the assignment through the assignments function” are not acceptable. In short, plan and do not wait until the last minute to submit your assignments. It is always okay to turn in assignments early although discussion board postings should be done with the calendar schedule.

**Students are responsible for dropping courses. No administrative drops will be made.**

### **COURSE POLICY AND REQUIREMENTS**

***This is what you need to do to earn your grade:***

Course Work: Your course work will include an

- Introduction Module
- Chapter quizzes
- 4 exams
- 4 application assignments
- 4 discussions assignments
- 3-2-1 Reflections
- a final exam

**All coursework will be submitted through Blackboard. Due dates for all course work will be on Sundays at 11:59pm.**

Further information concerning these assignments:

~ Chapter quizzes are open book and are just meant to make sure you are viewing your reading material and resources.

~ Exams will be given online through Blackboard, are timed, and will be all multiple choice – a proctor will watch you take the exam in class. Refer to course calendar for specific dates for exams.

~Application Assignments will be short written assignments that discuss a specific topic of my choosing. More information and details can be found in Blackboard.

~3-2-1 Reflections are written learning checks that accompany some of the chapter modules.

~ Class Participation/Discussion Board postings: You MUST post your original message before you are able to view the posts of other students.

See below information about discussion expectations - failure to meet minimum word count for discussion assignments and replies will result in a point reduction of half the total grade.

#### Original discussions requirements:

- Do not use file attachments for discussions.
- You must post your original discussion message before you will be able to see the posts of other students.
- Be made before the deadline stated on the course calendar/checklist.
- **Contain a minimum of 250 words.**
- Be thoughtful, organized, and analyze the information in the video/prompt.
- Demonstrate an understanding of the video/prompt and the course material.
- Contain more than just your opinion: justify your statements using course materials.
- Do NOT simply state a recap of the video/prompt. Everyone should have watched/read the material and I am looking for a deeper level of thought than just stating what was in the video/prompt.
- Incorporate and cite information from the textbook, outside academic sources, credible websites, etc. Textbook citations should include the page number(s) and other sources should include citations to show where you located the information. Note: Wikipedia is NOT an academic source.
- You may include personal experiences and/or reactions. CAUTION: remember to use the sociological perspective in all your course work.
- Utilize appropriate language, grammar, and spelling

#### Responses to Original discussions should:

- Do not use file attachments for discussions.
- Be made before the deadline stated on the course calendar/checklist.
- **Contain a minimum of 50 words.**
- Include at least two responses to classmates.



- Add to the overall value of the discussion (simply posting a statement like “I thought this week’s ideas were interesting” or “I agree”) will not count towards your points for a grade.
- Ask questions to encourage other students to think more deeply. Just asking, “What do you think?” will not earn full points here.
- Share your own experiences that relate to the topic of discussion.
- Constructively and/or respectfully disagree at times.
- Refer to class course work (text or video information) and apply the information or ask other students how they are applying course information.
- If you repeat yourself in your reply to messages you will not earn full points.
- Utilize appropriate language, grammar, and spelling

**Grading criteria for student’s final grade in the course:** It is possible to earn up to 1,000 points in this course. Your grade will be calculated on a cumulative point total based on the following scale:

- A = 900 - 1000
- B = 800 – 899.99
- C = 700 – 799.99
- D = 600 – 699.99
- F = 0 – 599.99

Grades are NOT rounded up, which means if you earn 899 points, you will receive an 89% or a B as your overall grade, no exceptions.

If you have any questions about any of the course work or anything about the course material do not hesitate to speak to me during office hours, before/during/after class, or via e-mail.

Extra credit opportunities will be made available during the semester. I recommend that you take advantage of those opportunities as they become available as I will not make extra credit available on individual request.

**Late work** is accepted but not encouraged. Deadlines provide structure, and it is preferable that you stick to the course calendar. The deadline for all late work will be provided per instructor in Blackboard.

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**Online Etiquette:** A few words about communication and online discussion are in order. As you imagine, some conversations easily become emotional, especially if we touch on people's deeply held beliefs. Unfortunately, online postings can mislead one into thinking that cyberspace is an "anything goes" kind of forum. This isn't the case. Civil interaction is as much expected here as in the "traditional" classroom. Below I provide some guidelines for communicating more effectively online. I will deduct points from posts that violate the spirit of these suggestions.

Keep in mind:

- There may be disagreement, and this is okay, otherwise we will be bored.
- Disagreement can be very constructive; it encourages us to reconsider our own positions and either recommit, expand, or discard them.
- I must always hear/see you debating the IDEA and not making a personal attack on an individual. Note that this is a skill to learn like any other so learn how to debate and get your point heard.
- Personal insults and attacks impede the development of critical thought. Avoid "you" statements, which can be more easily interpreted as accusations ("you don't know what you're talking about", "the problem is people like you," etc., etc.). Try, instead, to use "I" statements ("I disagree with your position on "X" and then explain your viewpoint using course material to validate that viewpoint or "I find that Durkheim was actually saying ...").
- In addition, people must be given the benefit of the doubt on occasion. Because this is an online class and we cannot see each other's facial expressions or hear the tone in our voices, it is important to clarify issues that are confusing. Before jumping to a conclusion and putting words in someone's mouth, ask them to clarify their point. And if someone asks you to restate your opinion, do not be afraid to restate it.
- Finally, I will be most impressed with individuals who can incorporate course materials into their posts. A key skill you should leave college with is the ability to support your positions; this online forum is an appropriate place to hone this skill. Refer to readings and module material to support your points.

*\*Adapted from Soc 101: Introduction to Sociology An Online Course, by Professor Marisol Clark-Ibanez, Ph.D*

All written assignments should be presented using the conventions of Standard Written English. (This means no "texting" abbreviations or shortcuts!) This includes discussions.

### **Writing Tips for all written work in the course:**

1. All written work should be typed or computer generated, double spaced, with one-inch margins in a standard 12 pt. font. Please use Word for attachments and do not use Google docs. Do not use attachments for discussions.
2. Any references used should be listed at the end of the paper using APA style and within the body of the text according to APA procedure. Using reference material without proper

documentation constitutes plagiarism which is a serious academic offense. Wikipedia is not considered a valid academic source. Do not use it!

3. For the assignments in this class, it is better to write using first- or third-person pronouns. Therefore, it is appropriate to use "I, me, mine" or "he, she, their, we." It is not appropriate to use "you" or "your." Please avoid writing in 2nd person.

4. Be sure to proofread your work for grammatical and spelling errors. Use the "enable html" button within the email, assignments, and discussion functions to run a spell check. Also remember that "healthy" paragraphs are usually comprised of at least three sentences organized around a central idea.

**Sociological perspective:** Students will use what is termed as the Sociological Perspective since you are now students of Sociology. This perspective stresses the social context in which people live and steps away from what is termed "person blaming." Sociologists look beyond individuals and individual experiences. This perspective strives to understand human behavior by placing it within its broader social context. Depending on a person's characteristics such as gender, age, race, sexual orientation and religion among others, we each have different experiences. Sociologists using this perspective (and that includes you, the student) evaluate people and behaviors in terms of what is typical or atypical (or not typical) by studying society and finding general patterns of behavior. They do NOT judge others or their behaviors with terms such as good/bad, moral/immoral or right/wrong. Do NOT use these terms in your assignments or discussion posts or you will lose points.

This course will discuss relevant (or hot button) topics as this is a sociology course, and we are studying society. Some of those topics include race, gender, sexuality, poverty, social media, politics, etc. Due to our current cultural climate, these topics may be uncomfortable to some students. Nonetheless, it is not the aim of this course to change or challenge any student's values or beliefs or to expose any personal information at the student's expense; instead, this is an educational course, which provides students with new knowledge and different perspectives that can serve them as they see fit. This classroom is a safe space, in which everyone is viewed as important.

# Course Calendar

Fall 2023

**All assignments modules are due on Sundays by 11:59pm**

Date	Day of the Week	Course Work
Aug 28	Monday	Classes begin
Sept 3	Sunday	Introduction Module
Sept 10	Sunday	Module 1
Sept 17	Sunday	Module 2 Application Assignment 1
Sept 24	Sunday	Discussion 1 with 2 replies Exam 1
Oct 1	Sunday	Module 3
Oct 8	Sunday	Module 4 Application Assignment 2
Oct 15	Sunday	Discussion 4 with 2 replies Exam 2
Oct 22	Sunday	Module 5
Oct 29	Sunday	Module 6 Application Assignment 3
Nov 5	Sunday	Discussion 3 with 2 replies Exam 3
Nov 12	Sunday	Module 7

<b>Nov 19</b>	Sunday	Module 8 Application Assignment 4
<b>Nov 22-24</b>	Wed - Fri	Thanksgiving Break
<b>Nov 26</b>	Sunday	Nothing due
<b>Nov 30</b>	Thursday	<b>Last day to drop Fall courses</b>
<b>Dec 3</b>	Sunday	Discussion 4 with 2 replies Exam 4
<b>Dec 10</b>	Sunday	Final Exam

**This calendar is subject to change.** Students will be notified in class and/or through Blackboard of any changes.