

IOWA WESTERN COMMUNITY COLLEGE

COURSE SYLLABUS

[SOC-110-OL01: INTRODUCTION TO SOCIOLOGY]

TERM: WINTERIM 2019/2020

Dates: December 18, 2019 – January 7, 2020

The course begins on Wednesday 12/18 and ends Tuesday 1/7. This is a full term 16 week course to be completed in roughly 3 weeks. During a large portion of this class, the college offices and campus are closed. During large stretches, IT assistance will be limited to communication with the instructor.

To be successful in this course, students are expected to have/do the following:

- **Reliable internet access**
- **Daily access to a reliable computer**
- **At least 3 dedicated hours to class every day**
- **Ability to troubleshoot technical issues remotely**

This course will have regular deadlines and attendance (online activity) requirements. It is not a self-paced course. As this is a common time of year for students to take trips, it is not recommended to take this course if students are planning a trip that would interfere with any of the listed items above.

The withdraw timeline (100% refund WED 12/18, 50% refund THUR 12/19) and drop (THUR 1/2) dates for this course occur very quickly, so it is advised that students determine whether this style of course is a good fit for them prior to the start of the course.

Please see attached schedule of due dates.

I. FACULTY INFORMATION:

Instructor: Kitti M. John	Office: Lewis 120
Office Phone: 712-325-3483 Mobile Phone: 402-917-5646 (Text)	Office Hours: By Appointment during the Winterim term
E-mail: kjohn@iwcc.edu	

II. COURSE INFORMATION:

Course Prefix/Number SOC 110	Course Name Introduction to Sociology	Credits 3	Lecture 3	Lab 0
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COURSE DESCRIPTION:

As presented in catalog

PREREQUISITES:

As noted in catalog

COURSE MEETING TIMES: Online course attendance, interaction, and activity are expected and will be verified through course attendance reports.

COURSE LOCATION: REMOTE

REQUIRED TEXTBOOKS:

Kendall, Diana. 2018. *Sociology in our times*. 11th edition. Cengage Learning: Boston, MA. (with mindtap)

You will sign up for a Cengage account through Canvas and will be directly billed for the materials through your IWCC account.

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SUGGESTED SUPPLEMENTAL TEXTBOOKS, REFERENCES:

Office 365 Suite is required for many online coursework assignments. To facilitate interaction between classmates, students can download the free version from their ROC Portal Page for use in their online courses.

COURSE LEARNING OBJECTIVES AND COURSE COMPETENCIES:

The Learning Objectives for this course are (upon successful completion of this course, the student will be able to):

- A. Explain the science of Sociology
- B. Explain the relationship between the individual and society
- C. Explain the process of social differential and inequality
- D. Identify and explain the relationship between the different types of social institutions and society
- E. Explain the process by which culture and societies change

COURSE PRACTICES:

Attendance is determined by completion of assigned work. No late assignments are accepted in this course without official documentation of emergency or unplanned and debilitating event.

PARTICIPATION REQUIREMENTS

Online courses require a clear pattern of participation for all students. Due dates are not flexible and no late work is accepted in this course. Participation is determined by handing in assigned materials.

The attendance standard for IWCC is that each student logs in and participates in some meaningful way, i.e. assignment completion, forum discussion, quiz completion, etc., inside of the online course—at a minimum—at least one time each day that an assignment is due.

STANDARDS FOR WRITTEN WORK

Always use professional language, including correct grammar and spelling while working on materials for this course. Coursework must be typed and submitted through ROC/Canvas to be counted for a grade.

LATE ASSIGNMENTS

Absolutely no late papers or assignments will be accepted in this course without prior arrangement with the instructor or official documentation of a debilitating event.

EXTRA CREDIT

Extra credit is not offered in this course. Any emails requesting grade changes or extra credit will not be returned and may be forwarded on to the dean and/or administration.

ONLINE CLASSROOM MANAGEMENT AND BEHAVIOR:

You have chosen to take a college level Sociology course. In doing so, you have agreed to think critically about (and to openly critique) the social environment in which we live and breathe. This will include major institutions in American society such as (but not limited to) the government, economics, capitalism, gender, race, family, religion, etc. This is not always easy but you are required to bring an open mind and be willing to address these aspects of American society in a critically meaningful way.

It is expected that all students in the online environment address classmates and the instructor cordially and professionally. While debate and discussion may be the norm in a college classroom, doing so respectfully is the class standard. (I will address you in a way that recognizes the respect and dignity you deserve as a scholar at this institution, and I expect the same from you to each member of the course. This standard applies to all of us even during moments of disagreement.) Any violation of this policy could result in a failing grade for the assignment(s) in question. All course work must be submitted through the ROC LMS. Emailed work will not be accepted.

GRADING

- Chapter Readings and Quizzing
 - Students will complete chapter quizzes online which incorporate and cover chapter readings (40% of final grade)
- Discussions
 - Covering the corresponding chapter, students will participate in class discussions which cover topics related to assigned readings and content, a minimum of one additional comment is always required (30% of final grade)
- Sociology Labs
 - Covering the corresponding chapter, students will complete an activity, project or assignment relating to assigned readings and content (30% of final grade)

VIEWING FINAL GRADES

To calculate your final grade, take your (Quiz percentage x .4) + (Discussion percentage x .3) + (Lab percentage x .3) = Final Percentage

FINAL GRADE SCALE (PERCENTS): 100.0-90.0: A / 89.9-80.0: B / 79.9-70.0: C / 69.9-60.0: D / 59.9—Below

Final grades are viewable on ROC the Tuesday after the end of the semester: Self-Services Menu, Students, and Academic Record.

IMPORTANT DATES

Please see the “Academic Calendar” in ROC.

(Specific dates are noted in the College Academic Calendar).

PROBLEM RESOLUTION

If you have a conflict with me, concerns about my teaching and/or the course material, please discuss this first with me. If we cannot resolve the difficulty, please contact

[Ambe White, Dean of Social Sciences and Business, Lewis 112,](#)
awhite@iwcc.edu or 712-325-3371.

NOTICE OF CAMPUS SITUATIONS/COURSE INTERRUPTIONS

COURSE INTERRUPTION – STUDENTS WILL BE NOTIFIED IN THE UNLIKELY EVENT THAT THE ROC SYSTEM WOULD NOT BE ACCESSIBLE FOR AN EXTENDED PERIOD OF TIME.

COURSE TOPICAL OUTLINE AND SCHEDULE

The full course schedule concludes this document.

III. INFORMATION/COLLEGE POLICY

CYBER-LIBRARY

Students can access books, magazines, journals, newspapers, films and audio books 24/7 through the Cyber-Library by clicking on the Cyber Library under Academics in ROC.

Students can contact the library for assistance with research and citations. Check out our help features on the Cyber Library page in ROC.

For questions about finding information at your campus or center, email cyberlibrary@iwcc.edu or call 712-325-3247 for the Council Bluffs Campus or 712-542-5117 for the Clarinda Campus. You can find the library hours posted on ROC.

ACADEMIC SUPPORT

FREE tutoring and academic assistance for a variety of core, general requirement classes are available through the Tutoring Center, located on the second floor of the Student Center on the Council Bluffs campus. One-on-one assistance is available on a drop-in basis.

FREE online tutoring is available through Brainfuse on ROC. To access Brainfuse, locate Online Tutoring next to My ROC Classes.

For more information about tutoring services or help in your classes, email tutoring@iwcc.edu or call 712-388-6841. A full tutoring schedule by subject area is posted on ROC.

DROPPING CLASSES

While we encourage you to do everything you can to complete your classes, it is always better to drop a class than to fail it. If it becomes necessary for you to drop a class you can drop a class online through ROC up to the last day to drop. We recommend that you always talk to your advisor and financial aid before you drop a class. For more information on dropping classes see the Advising Information Site in ROC under the Academics tab.

PERSONAL ELECTRONIC DEVICES

To provide an environment conducive to learning, Iowa Western Community College requires that cellular phones, pagers, and other personal electronic devices be turned off or set to vibrate when entering classrooms, computer labs, library, offices, auditoriums, or arena areas. Cellular phones with picture taking capabilities are not allowed in bathrooms, locker rooms, or other areas where there is a reasonable expectation of privacy. Faculty members do have the right to prohibit the use of any electronic device in their classroom.

HONOR CODE – ACADEMIC HONESTY

Upon enrolling at Iowa Western Community College, each student assumes an obligation to conduct her/his academic affairs in a manner compatible with the standards of academic honesty established by the College and its faculty. If this obligation is neglected or ignored by the student, disciplinary action will be taken. Please refer to the Student Code of Conduct for the Academic Dishonesty Policy.

FERPA

Student rights concerning access to education records are spelled out in Federal Public Law 98-380 as amended by Public Law 93-568 and in regulations published by the Department of Education. The law and regulations require educational institutions to limit the disclosure of information from the student's record to those who have the student's written consent or to officials specifically permitted within the law. Students who wish to grant access to their education (class schedule, transcript of final grades, and progress reports) or financial records (grants, loans, financial aid documents, statements and billing) may do so by submitting an Access to Student Information Consent Form to the Records and Registration Office. Access to information is only given at the Records and Registration Office or Financial Aid and Cashier Offices.

For more information, including the full Access to Student Information policy, refer to the Iowa Western Community College General Catalog or contact the Records and Registration Office.

DIVERSITY STATEMENT:

Iowa Western Community College values diversity and supports learning experiences that promote intellectual growth and human enrichment.

AMERICAN WITH DISABILITIES ACT STATEMENT:

If you are an individual with a disability who requires an accommodation to fully participate in academic programs or campus activities, please email disabilityservices@iwcc.edu or call 712-325-3299. Accommodations are arranged through the Disability Services Office, on the second floor of the Student Center on the Council Bluffs campus. Please allow adequate time to implement your accommodations.

Any student with mobility impairments should prepare for an emergency ahead of time by instructing faculty and/or classmates on how to assist in case of an evacuation.

EQUAL OPPORTUNITY AND NON-DISCRIMINATION:

It is the policy of Iowa Western Community College to provide equal educational opportunities and not to discriminate on the basis of race, color, creed, religion, national or ethnic origin, ancestry, genetic information, physical or mental disability, age, sex, sexual orientation, gender identity or expression, pregnancy, marital status, veteran status, AIDS/HIV status, citizenship, or medical condition, as those terms are defined under applicable laws, in its educational programs, activities, or employment practices.

Questions or complaints? Contact Title IX and Equity Coordinator, Kim Henry, or ADA Coordinator, Samantha Larson, equity@iwcc.edu, 712-325-3200, or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison, Suite 1475, Chicago, IL 60661, (312)-730-1560, OCR.Chicago@ed.gov. More information at <https://www.iwcc.edu/about/statement.asp>.

EQUAL EDUCATIONAL OPPORTUNITY AND NON-HARASSMENT

Iowa Western Community College is committed to a policy of equal educational opportunity. Therefore the College prohibits discrimination on the basis of unlawful criteria such as race, color, creed, religion, national or ethnic origin, ancestry, genetic information, physical or mental disability, age, sex, sexual orientation, gender identity or expression, pregnancy, marital status, veteran status, AIDS/HIV status, citizenship, or

medical condition, as those terms are defined under applicable laws, in admitting students to its programs and facilities and in administering its admissions policies, educational policies, scholarship and loan programs, athletic programs, and other institutionally administered programs or programs made available to students. In keeping with this policy of equal educational opportunity, the College is committed to creating and maintaining an atmosphere free from all forms of harassment.

IV. Course Topical Outline and Schedule

LIST OF DUE DATES

I realize some of our due dates fall on Holidays, so if you are celebrating, its best to finish your assignments prior to the due date, as late work is not accepted in this course.

Due Date	<u>Assignments to be completed by Due Date</u>
12/18 at 11:59pm	Read Chapter 1 Chapter 1 Quiz Chapter 1 Discussion (No Comments Required on the first Discussion)
12/21 at 11:59pm	Read Chapters 2 and 3 Chapters 2 and 3 Quizzes Chapter 2 Lab Chapter 3 Discussion + 2 Comments
12/23 at 11:59pm	Read Chapters 4 and 5 Chapters 4 and 5 Quizzes Chapter 4 Lab Chapter 5 Discussion + 2 Comments
12/26 at 11:59pm	Read Chapters 6 and 7 Chapters 6 and 7 Quizzes Chapter 6 Discussion + 2 Comments Chapter 7 Lab
12/29 at 11:59pm	Read Chapters 9 and 10 Chapters 9 and 10 Quizzes Discussion 9 + 2 Comments Lab 9
1/3 at 11:59pm	Read Chapters 11 and 12 Chapters 11 and 12 Quizzes Chapter 11 Discussion + 2 Comments

Due Date	<u>Assignments to be completed by Due Date</u>
	Chapter 12 Lab
1/5 at 11:59pm	Read Chapters 14 and 16 Chapters 14 and 16 Quizzes Chapter 14 Discussion + 2 Comments Lab 16

Suggested Guided Assignment Checklist with Dates: this is just for advice, hard due dates are listed in the table above.

On Wednesday 12/18:

- Read Chapter 1
- Take Chapter 1 Quiz
- Post in Chapter 1 Discussion

On Thursday 12/19:

- Read Chapter 2
- Take Chapter 2 Quiz
- Complete Chapter 2 lab

On Friday 12/20:

- Read Chapter 3
- Take Chapter 3 Quiz
- Post Chapter 3 Discussion
- Post 2 Comments on other Chapter 3 Discussions

On Saturday 12/21:

- Read Chapter 4
- Take Chapter 4 Quiz
- Complete Chapter 4 Lab

On Sunday 12/22:

- Read Chapter 5
- Take Chapter 5 Quiz
- Post Discussion 5 Discussion

On Monday 12/23:

- Post 2 comments on Chapter 5 Discussion
- Rest

On Tuesday 12/24:

- Read Chapter 6
- Take Chapter 6 Quiz

- Post Discussion 6

On Wednesday 12/25:

- Read Chapter 7
- Take Chapter 7 Quiz
- Complete Chapter 7 Lab

On Thursday 12/26:

- Post 2 Comments on Chapter 6 Discussion
- Rest

On Friday 12/27:

- Read Chapter 9
- Take Chapter 9 Quiz
- Post Chapter 9 Discussion

On Saturday 12/28:

- Read Chapter 10
- Take Chapter 10 Quiz
- Complete Chapter 10 Lab

On Sunday 12/29:

- Post 2 comments in Chapter 9 Discussion
- Rest

On Monday 12/30:

- Read Chapter 11
- Take Chapter 11 Quiz
- Post Chapter 11 Discussion

On Tuesday 12/31:

- Read Chapter 12
- Take Chapter 12 Quiz
- Complete Chapter 12 Lab

On Wednesday 1/1:

- Post 2 Comments on Chapter 11 Discussion
- Rest

On Thursday 1/2:

- Rest

On Friday 1/3:

- Read Chapter 14
- Take Chapter 14 Quiz
- Post in Chapter 14 Discussion

On Saturday 1/4:

- Read Chapter 16
- Take Chapter 16 Quiz
- Complete Chapter 16 Lab

On Sunday 1/5:

- Celebrate!!!