Division of Social and Behavioral Sociology Department  
https://www.hccs.edu/programs/areas-of-study/social--behavioral-sciences/sociology-/  

**SOCI 1301: Introduction to Sociology | Lecture | #12232**  
Summer Mini 2020 | 3 Weeks (5.18.2020-06.07.2020)  
Online | HCC Online  
3 Credit Hours | 48 hours per semester  

**Instructor Contact Information**

Instructor: Gretchen Hester, Ed.D.  
Office/Cell Phone: 281-974-8711  
Office: Eastside Campus  
Office Hours: By appointment  
HCC Email: Gretchen.Hester@hccs.edu  
Office Location: Eastside Campus  

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics.

**Instructor’s Preferred Method of Contact**

I can be reached by e-mail, text, phone, or within the online classroom. My preferred method of contact is the online classroom messaging system. The quickest way to reach me is by text message at the number above. For questions that requires extended response, please contact me through the course classroom or by e-mail.

**What’s Exciting About This Course**

This class is a survey course that focuses on the nature of human groups in American and world societies, their social and cultural adaptations, and the impact which various social processes may have on their social organization and social change. You will learn about the social factors that shape you and those around you.

**My Personal Welcome**

Welcome to Sociology 1301! Class will consist of discussion questions, online learning materials, writing activities and video presentations. Students are expected to participate in class. Active learning and discussion are an important part of the learning process, so students are strongly encouraged to be active members of the classroom. Everyone has something to contribute to the learning experience. Discussion questions are intended to get you involved in the discussion and help to build a community for learning. Your active and substantive participation is important to the learning process.
I want my students to succeed. I am here for guidance and to answer questions about the material. I want my students to be involved in the learning process. I hope to be able to guide you through the course in an engaging manner. I am excited about the subject and I hope that energy can pass on to you as we learn together in the course. I am always here for assistance – just a mouse click away. Communication is key to your success in this class including interactions with your classmates and your instructor.

**Prerequisites and/or Co-Requisites**

SOCI 1301 requires college-level reading and writing skills. Research indicates that you are most likely to succeed if you have already taken and passed ENGL 1301. The minimum requirements for enrollment in SOCI 1301 include placement in college-level reading (or take INRW 0420 or ESOL 0360 as a co-requisite). If you have enrolled in this course having satisfied these prerequisites, you have a higher chance of success than students who have not done so. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

**Eagle Online Canvas Learning Management System**

This section of SOCI 1301 will use [Eagle Online Canvas](https://eagleonline.hccs.edu) to supplement in-class assignments, exams, and activities.

HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas. It is recommended that you [USE FIREFOX OR CHROME AS YOUR BROWSER](#).

**HCC Online Information and Policies**

Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: [http://www.hccs.edu/online/](http://www.hccs.edu/online/)

**Scoring Rubrics, Sample Assignments, etc.**

Look in Eagle Online Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. [https://eagleonline.hccs.edu/login/ldap](https://eagleonline.hccs.edu/login/ldap)

**Instructional Materials**

**Textbook Information**

This class is a Z-course and uses a free Sociology text book developed by Rice University. I am including the link to the web site to view the book online as well as a full PDF version of the book on the following page. Please let me know if you have any questions or concerns about the text.

Good news: your textbook for this class is available for free online! If you prefer, you can also get a print version at a very low cost. Your book is available in web view and PDF for free. You can also purchase on iBooks for $6.99 or get a print version, if you prefer, or from seller OpenStax on Amazon.com. You can use whichever formats you want. Web view is recommended -- the responsive design works seamlessly on any device.
Other Instructional Resources

**Tutoring**
HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](http://library.hccs.edu) website for services provided.

**Libraries**
The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries’ resources and services is the HCCS library web page at [http://library.hccs.edu](http://library.hccs.edu).

**Supplementary Instruction**
Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at [http://www.hccs.edu/resources-for/current-students/supplemental-instruction/](http://www.hccs.edu/resources-for/current-students/supplemental-instruction/).

**Course Overview**
A survey course which focuses on the nature of human groups in American and world societies, their social and cultural adaptations, and the impact which various social processes may have on their social organization and social change. Core Curriculum course

**Core Curriculum Objectives (CCOs)**
SOCI 1301 satisfies the social science requirement in the HCCS core curriculum. The HCCS Sociology Discipline Committee has specified that the course address the following core objectives:

- **Critical Thinking**: Students will demonstrate the ability to engage in inquiry and analysis, evaluation and synthesis of information, and creative thinking by completing a written assignment such as a book report, research paper, or essay.
- **Communication Skills**: Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication by completing a written assignment such as a book report, research paper, or essay.
- **Quantitative and Empirical Literacy**: Students will demonstrate the ability to draw conclusions based on the systematic analysis of topics using observation, experiment,
and/or numerical skills by completing textbook reading assignments, completing assignments, and answering questions on quizzes and exams that pertain to Course Student Learning Outcome #2 below.

- **Social Responsibility**: Students will demonstrate cultural self-awareness, intercultural competency, civil knowledge, and the ability to engage effectively in regional, national, and global communities by completing textbook reading assignments, completing assignments, and answering questions on quizzes and exams that pertain to Course Student Learning Outcome #4 below.

**Program Student Learning Outcomes (PSLOs)**

1. Explain the theoretical, historical and applied nature of the discipline.
2. Distinguish the fundamental quantitative and qualitative techniques in the study of human group behavior.
3. Apply sociological and theoretical perspectives to the study of human group behavior.
4. Evaluate our socially and culturally diverse society and world.
5. Develop skills in using computers and the Internet for research.

**Course Student Learning Outcomes (CSLOs)**

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.

**Learning Objectives**

**Student Success**

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as your guide.
Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:
• Provide the grading scale and detailed grading formula explaining how student grades are to be derived
• Facilitate an effective learning environment through learner-centered instructional techniques
• Provide a description of any special projects or assignments
• Inform students of policies such as attendance, withdrawal, tardiness, and make up
• Provide the course outline and class calendar which will include a description of any special projects or assignments
• Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to:
• Attend class in person and/or online
• Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
• Read and comprehend the textbook
• Complete the required assignments and exams
• Ask for help when there is a question or problem
• Keep copies of all paperwork, including this syllabus, handouts, and all assignments
• Be aware of and comply with academic honesty policies in the HCCS Student Handbook

Assignments, Exams, and Activities

Written Assignment

Weekly discussion responses – 25 points per module (125 points total) See online course calendar. Discussion posts are due by the last Saturday of class. All exams, quizzes, and discussions are to be completed ONLINE. The exams include multiple-choice questions and will cover text material and additional resources required online. Please proofread your responses and use spellcheck!

Students will be required to respond to a discussion question in each module. Your responses should be substantive and integrate the information that you have learned in the text and online materials. Offering your simple agreement or disagreement with another student is not sufficient. Tell us why you feel the way you do and back it up with evidence. Personal experiences and references to online sources are great ways to get involved in the discussion. In addition to your response to each discussion question, you will be required to respond to the postings of at least two of your classmates. Discussions are worth 50% of your grade so be sure to follow the rubric and include all necessary components. You must submit assignments before the end of the class. All original discussion posts MUST be submitted to Turnitin separately or the assignment will receive a 5-point deduction. Instructions on how to submit to Turnitin will be given in the classroom in the ‘Start Here’ module.
Exams

There are 5 quizzes. Each quiz is worth 25 points. Quizzes will become available the first week and will remain open until the last Saturday (11:59 p.m.) of the class. All tests must be taken before the close date to receive credit for the test. No make-up tests will be allowed. No exceptions.

Final Exam

There is no cumulative final for this class. All exams are taken online.

Grading Formula

Your instructor will conduct quizzes, exams, and assessments that you can use to determine how successful you are at achieving the course learning outcomes (mastery of course content and skills) outlined in the syllabus. If you find you are not mastering the material and skills, you are encouraged to reflect on how you study and prepare for each class. Your instructor welcomes a dialogue on what you discover and may be able to assist you in finding resources on campus that will improve your performance. Students will be evaluated through the administration of five tests as listed in the course calendar, and discussion assignments. The total number of points received will be divided by 250 to determine your final grade. No late work will be accepted.

Discussions (written assignments) 125 points
Exams 125 points

<table>
<thead>
<tr>
<th>Grade</th>
<th>Total Points</th>
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<tbody>
<tr>
<td>A</td>
<td>225-250</td>
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<tr>
<td>B</td>
<td>200-224</td>
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<tr>
<td>C</td>
<td>175-199</td>
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<tr>
<td>D</td>
<td>198-150</td>
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<tr>
<td>F</td>
<td>&lt;149</td>
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Incomplete Policy:
In order to receive a grade of Incomplete ("I"), a student must have completed at least 85% of the work in the course. In all cases, the instructor reserves the right to decline a student’s request to receive a grade of Incomplete.

HCC Grading Scale can be found on this site under Academic Information: http://www.hccs.edu/resources-for/current-students/student-handbook/

Course Calendar

<table>
<thead>
<tr>
<th>Module</th>
<th>Dates</th>
<th>Topic/What’s due</th>
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<tbody>
<tr>
<td>1</td>
<td></td>
<td>Syllabus</td>
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<tr>
<td></td>
<td></td>
<td>Why Sociology?, Socialization, Social Interaction</td>
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<tr>
<td></td>
<td></td>
<td>Discussion 1</td>
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<tr>
<td></td>
<td></td>
<td>Module 1 quiz (suggested completion)</td>
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<tr>
<td>2</td>
<td></td>
<td>Groups, Mass Media, Social Stratification</td>
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<tr>
<td></td>
<td></td>
<td>Discussion 2</td>
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<tr>
<td></td>
<td></td>
<td>Module 2 quiz (suggested completion)</td>
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<tr>
<td>3</td>
<td>Race, Ethnicity, Gender Discussion 3 Module 3 quiz (suggested completion)</td>
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<tr>
<td>4</td>
<td>Family &amp; Education Module 4 quiz (suggested completion) Discussion 4</td>
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</tr>
<tr>
<td>5</td>
<td>Work &amp; Health, Environment &amp; Population Module 5 quiz (suggested completion) Discussion 5</td>
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**Syllabus Modifications**

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

**Instructor’s Practices and Procedures**

**Missed Assignments**

All assignments must be submitted before the end of class. NO LATE WORK ACCEPTED. The professor reserves the right to refuse late work.

**Academic Integrity**

A student who is academically dishonest is, by definition, not showing that the coursework has been learned, and that student is claiming an advantage not available to other students. The instructor is responsible for measuring each student’s individual achievements and also for ensuring that all students compete on a level playing field. Thus, in our system, the instructor has teaching, grading, and enforcement roles. You are expected to be familiar with the institution’s Policy on Academic Honesty, found in the catalog. What that means is this: If you are charged with an offense, pleading ignorance of the rules will not help you. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. “Scholastic dishonesty”: includes, but is not limited to, cheating on a test, plagiarism, and collusion.

**Cheating** on a test includes:
- Copying from another students’ test paper;
- Using materials not authorized by the person giving the test;
- Collaborating with another student during a test without authorization;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered;
- Bribing another person to obtain a test that is to be administered.

**Plagiarism** means the appropriation of another’s work and the unacknowledged incorporation of that work in one’s own written work offered for credit. DO NOT COPY AND PASTE MATERIAL OFF THE INTERNET AND TURN IT IN AS YOUR OWN – THIS CONSTITUTES PLAGIARISM. If it is not your original thought, then your paper should indicate where you found the information.
**Collusion** means the unauthorized collaboration with another person in preparing written work offered for credit.

Possible punishments for academic dishonesty may include a grade of 0 or F in the assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the Student Handbook). Your first offense of academic dishonesty in my class results in a 0 on the assignment and a warning. The second offense results in an F for the class and the Dean will be notified.

Here’s the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):
http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/

**Attendance Procedures**

As a student, your participation is integral to your success. Please check in to the classroom often and spend some time reading, viewing videos, and responding to discussions (5 hours a week minimum). It is your responsibility to read the textbook, submit assignments by the due dates, study for the exams, and participate in online classroom.

Internet Outage Policy - If your professor experiences an Internet service outage or a power outage that significantly affects the timing of an exam, distributing assignments, or in any way appreciably hinders the professor in communicating with students, adjustments to due dates and/or grades will be made appropriately. If there is any official notification from HCCS concerning downtime of the HCC Online Course server that would affect the timing of an exam, distributing assignments, or in any way appreciably hinders the professor in communicating with students, adjustments to due dates and/or grades will be made appropriately. This policy pertains only to professor’s INTERNET SERVICE or to HCCS’s Internet course servers, not the students’ computers or Internet access. No one at HCCS can monitor or verify outages at student sites and student access is not the responsibility of HCCS. Students are responsible for making sure that they have continuous, reliable Internet access in order to complete this course.

**Student Conduct**

Students are expected to conduct themselves professionally in their communication with the instructor, their classmates, and college staff and administration. Behavior inappropriate to the collegiate setting (including but not limited to abusive/derogatory/threatening/harassing language directed at the instructor or towards other students, staff or administrators) will not be tolerated, and may result in removal from the course if severe and/or repeated.

As your instructor and as a student in this class, it is our shared responsibility to develop and maintain a positive learning environment for everyone. Your instructor takes this responsibility very seriously and will inform members of the class if their behavior makes it difficult for him/her to carry out this task. As a fellow learner, you are asked to respect the learning needs of your classmates and assist your instructor achieve this critical goal.

As with on-campus classes, all students in HCC Online courses are required to follow all HCC Policies & Procedures, the Student Code of Conduct, the Student Handbook, and relevant sections of the Texas Education Code when interacting and communicating in a virtual classroom with faculty and fellow students. Students who violate these policies and guidelines
will be subject to disciplinary action that could include denial of access to course-related email, discussion groups, and chat rooms or being removed from the class.

Rules

- Because you are adults, I expect you to behave like adults and to monitor your own behavior.
- All students are expected to abide by the Student Code of Conduct that is found in the most recent HCC Student Handbook which is available on the HCC website.
- It is your responsibility to read and understand all of the course requirements in this syllabus, if you have any questions it is your responsibility to ask.
- During class/on-line discussions, it is imperative that students with differing opinions be respected even if you disagree with those opinions.
- A college classroom (including an on-line classroom) should be a safe forum for expressing ideas and concepts that may be out of the mainstream.
- Foul or obscene language, flaming, personal attacks, lack of consideration for diversity, racist, sexist, ageist, or other unacceptable language will not be tolerated during discussions or at any other time. Students who engage in such behavior will be locked out.
- Plagiarizing—copying the work of another and passing it off as your own—is prohibited, unethical, and, in some cases, illegal.
- Plagiarizing (in whole or in part), collusion (in whole or in part), and/or cheating on a test will result in:
  - A grade of 0 for that assignment
  - A failing grade for the course
  - A notice placed in your academic file and on your transcript

Please use proper “netiquette” when participating in the online classroom. Some rules of “netiquette” include:

1. Be friendly, positive and self-reflective.
2. Use proper language and appropriate titles in your responses.
3. Use effective communication – read and re-read before posting.
4. Maintain professionalism – do not use texting abbreviations or slang.
5. If you do not understand a question or response, please ask for clarification. 6. Always be respectful of others and their privacy.

(Adapted from Patsalides, 2010: http://www.brighthub.com/education/online-learning/articles/26946.aspx)

Sociology Program Information
For more information on Sociology, please see the following links:

- Sociology Major at HCC
- Sociology Club - The Sociology club is committed to providing a place for students to discuss sociological issues and go out in the community to make it a better place for all. The club does a seminar every semester on an issue that impacts the community as well as running a food drive for those in need here in Alief. There are activities every semester to enrich the understanding of society as well as make a personal connection with the world around us. We welcome all!

HCC Policies
Here’s the link to the HCC Student Handbook http://www.hccs.edu/resources-for/current-students/student-handbook/ In it you will find information about the following:
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<td>Equal Educational Opportunity</td>
<td>Student Services</td>
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<td>Financial Aid TV (FATV)</td>
<td>Testing</td>
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<td>General Student Complaints</td>
<td>Transfer Planning</td>
</tr>
<tr>
<td>Grade of FX</td>
<td>Veteran Services</td>
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</tbody>
</table>

**EGLS³**

The EGLS³ (Evaluation for Greater Learning Student Survey System) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters - EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

[http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/](http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/)

**Campus Carry Link**

Here’s the link to the HCC information about Campus Carry:


**HCC Email Policy**

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go to [HCC Eagle ID](http://www.hccs.edu/eagle-id) and activate it now. You may also use Canvas Inbox to communicate.

**Housing and Food Assistance for Students**

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

**Office of Institutional Equity**

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement ([http://www.hccs.edu/departments/institutional-equity/](http://www.hccs.edu/departments/institutional-equity/))
**disAbility Services**
HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to [http://www.hccs.edu/support-services/disability-services/](http://www.hccs.edu/support-services/disability-services/)

**Title IX**
Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual’s fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu  

**Office of the Dean of Students**
Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.


**Department Chair Contact Information**
Department Chair  
Dr. Nichole Boutte-Heiniluoma  
Phone – 713-718-7529  
Email – n.boutteheiniluoma@hccs.edu

Program Coordinator  
Daniel Argo  
Phone – 713-718-2494  
Email – daniel.argo@hccs.edu