

## Course Information

Semester & Year: Fall 2021

Course ID & Section #: SOC 1 V1893 & 1894

Instructor's name: Philip Mancus

Day/Time: ASYNCHRONOUS, WEEKLY

Location: VIRTUAL CAMPUS (Online)

Number of units: 3

## Instructor Contact Information

Office location: ConferZoom Conferencing Tool on [Canvas](#)

Office hours: Tuesdays 11:00 AM to 12:00 PM

Phone number: 707-465-2362

Email address: [Philip-Mancus@Redwoods.edu](mailto:Philip-Mancus@Redwoods.edu)

## Required Materials

Textbook title: ESSENTIALS OF SOCIOLOGY

Edition: 7th

Author: Giddens, Duneier, Appelbaum, and Carr

ISBN: 978-0393656381

Other requirements: See below for computing resources needed for this class.

## Catalog Description

An introduction to the discipline of sociology including major theories, concepts and methods. Topics include: Sociological imagination, social structure and interaction, culture, social groups and organizations, and social institutions. Also includes inquiry into social inequalities such as race/class/gender/global stratification.

## Course Student Learning Outcomes

1. Employ a sociological perspective to critically evaluate a social issue related to social identity, differentials of power and privilege, or multicultural relations.
2. Explain the relationship between socialization and culture.
3. Use sociological concepts to evaluate complex ideas.

## Recommended Preparation

Students should ideally be eligible for placement in ENG 1A or its equivalent when taking this class.

## Proctored Exams

There are no proctored exams for this class.

## Accessibility

Students will have access to online course materials that comply with the Americans with Disabilities Act of 1990 (ADA), Section 508 of the Rehabilitation Act of 1973, and College of the Redwoods policies. Students who discover access issues with this class should contact the instructor. College of the Redwoods is also committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or [Disability Services and Programs for Students](#) (DSPS). Students may make requests for alternative media by contacting DSPS based on their campus location:

- Eureka: 707-476-4280, student services building, 1<sup>st</sup> floor
- Del Norte: 707-465-2324, main building near library
- Klamath-Trinity: 530-625-4821 Ext 103

If you are taking online classes DSPS will email approved accommodations for distance education classes to your instructor. In the case of face-to-face instruction, please present your written accommodation request to your instructor at least one week before the needed accommodation so that necessary arrangements can be made. Last minute arrangements or post-test adjustments usually cannot be accommodated.

## Course Policies

### Evaluation & Grading

Your final grade in this class is the result of your performance in five equally weighted categories, listed below.

#### Participation (20%)

This category includes mini-quizzes and vocabulary quizzes, which prepare you for the discussion. These are untimed, can be attempted as many times as you need, and are due by the end of each week's chapter unit. However, they will remain open the entire semester so that you can go back and make them up without penalty. For this part of your grade, I also track your activity on the course website, your responsiveness to comments and questions from me and other students, and your diligence in completing your work and getting it in on time.

#### Reading Quizzes (20%)

For each chapter unit there will be a reading quiz that assesses your comprehension of the assigned material. Reading quizzes are timed and are made up of a variety of question types (multiple choice, true-false, matching, short answer, etc.). You get *two attempts* per quiz and I keep the score of your last attempt. These are also due by the end of each week's chapter unit. However, they will remain open the entire semester so that you can go back and make your two attempts without penalty. Once you have made two attempts, ***reading quizzes cannot be made up.***

#### Discussions (20%)

For each chapter unit there is a corresponding discussion. Each discussion is initiated by a prompt from your instructor, which may include additional reading and/or homework in preparation for the discussion. First you respond to the prompt and then you discuss the issues with other students. Each discussion has specific requirements and runs on a strict deadline: in a typical week, the unit opens on a Saturday, initial posts are due by Wednesday, and all peer responses due by Friday. ***Because they are time dependent, you cannot make up missed or low score discussions, but I will drop your two lowest scores in this category.***

#### Exams (20%)

This course has a midterm and a final exam. The exams are timed (2 hours), comprised of short essay questions, and are open book and open notes. The exam must be attempted (started and completed) during the period it is scheduled in the syllabus (see Course Calendar, below). ***Students cannot arrange ahead of time to take the exam during another time.***

#### Reflection Paper (20%)

***You have a reflection paper due Friday of Week 12.*** See the paper module on the course website for more information.

#### Grades

The course website will show your current score in the class as a percentage. I use the following scale in determining your final letter grade:

A = 93% and above	A- = 90-92%	B+ = 87-89%
B = 83-86%	B- = 80-82	C+ = 77-79%
C = 70-76%	D = 50-69%	F = 49% and below

An Incomplete (I) is given at your instructor's discretion and will only be granted to those students who continue to participate in class, have completed all prior work, and who have made arrangements with me by the end of the 15<sup>th</sup> week. This is a rare privilege and is not granted lightly.

***Please note, that regardless of your overall percentage in the class...***

- > Students who get less than a D (<50%) in any two grading categories will get no higher than a C for the course (and it may be lower, depending on the total of all categories).
- > Students who get less than a D (<50%) in any three grading categories will get an automatic F for the course.

*Please note: There is no "extra credit" or "make up work" given in this class.*

## **Attendance and Participation**

Attendance is defined as logging in and working through the course modules on a weekly basis. Participation is defined as actively completing weekly assignments, contributing to and responding to student discussions, responding to questions from your instructor, working collaboratively when assigned to groups, taking your exams when scheduled, and meeting due dates. If you cannot meet these requirements, you should not take this class. Please note the following course policies about lack of course participation:

- Students who don't introduce themselves to the rest of the class by the deadline in Week 1 will be dropped from the roster (For more information, please my [Class Orientation Letter](#) (Select the semester, look for my last name).
- Students who miss two or more assignments up to and including Census Day will be dropped from the roster.
- Students who show an excessive pattern of absences or missed assignments will be contacted one week prior to the last day to withdraw from the class, *only if* I am considering dropping you. You may be dropped from the course if you do not respond immediately to this communication. If you don't hear from me, you are nevertheless responsible on your own for determining if you should withdraw from the class by the final date.
- Please see the accompanying *Class Orientation Letter* for details.

## **Admissions deadlines & enrollment policies**

Fall 2021 Dates

- *Classes begin: 8/21/21*
- *Last day to introduce yourself to the class: Wednesday, August 25.*
- *Last day to add a class: 8/27/21*
- *Last day to drop without a W and receive a refund: 9/03/21*
- *Labor Day Holiday (all campuses closed): 09/06/21*
- *Census date: 9/07/21 or 20% into class duration*
- *Last day to petition to graduate or apply for certificate: 10/28/21*
- *Last day for student-initiated W (no refund): 10/29/21*
- *Last day for faculty-initiated W (no refund): 10/29/21*
- *Veteran's Day (all campuses closed): 11/11/21*
- *Fall Break (no classes): 11/22/21 – 11/26/21*
- *Thanksgiving Holiday (all campuses closed): 11/24/21 – 11/26/21*
- *Final examinations: 12/11/21 – 12/17/21*
- *Last day to petition to file P/NP option: 12/17/21*
- *Semester ends: 12/17/21*
- *Grades available for transcript release: approximately 01/07/22*

## Academic Dishonesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

### Instructor Specific Policy on Academic Dishonesty

***In this class, all work done for credit must be your own, completed by you without assistance from anyone other than basic editing, unless otherwise directed.*** Students new to college are sometimes unfamiliar and uncertain of what is acceptable and what isn't. This section establishes my policy for academic dishonesty and its consequences. One of the biggest problems in an online environment is plagiarism, which is trying to pass off someone else's ideas, data, or text as if they were your own. I treat plagiarism as a form of academic dishonesty. This means it will benefit you to know what it is and how to avoid it. For a quick guide on plagiarism, the [Online Writing Lab](#) at Purdue University is a great resource.

***It is your responsibility to know what plagiarism is and to refrain from it entirely. Copying and pasting someone else's text (even if you modify it slightly) without the use of quotation marks is one example of plagiarism. Referring to information and ideas from someone or somewhere else without properly citing the source is another example.*** In addition to plagiarism, academic dishonesty includes but is not limited to cheating, collusion, complicity, abuse of resources, computer misuse, fabrication or falsification, unpermitted multiple submissions, and bearing false witness. ***Students who are caught committing academic dishonesty on an assignment immediately may lose all credit for that assignment.*** For repeat offenses, I will file notify Student Services and you may be dropped from the course and may receive a failing grade.

## Disruptive Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

### Classroom Etiquette in the Online Environment ([Netiquette](#))

Interaction in the virtual classroom requires as much if not more attention to the way we can potentially affect others. Peaceful, logical, evidence-based, constructive, critical thinking and inquiry is encouraged. Aggressive, destructive criticism is not. Just like you wouldn't shout in someone's face in class, avoid communication of a similar manner while online. Review the core rules of netiquette (see the link above) to get a better idea, especially if you are new to the online educational environment.

### Policy on Hate-Based Communication

In this class I have a zero-tolerance policy when it comes to individuals, groups, or organizations professing ideologies that target, intimidate, and/or dehumanize individuals or groups based on their perceived race, color, ethnicity,

nationality, national origin, citizenship, language, religion, age, sex, sexual orientation, gender identity, body size, marital status, genetic status, veteran status, assault and trauma survivor status, and/or physical ability. Such expression is antithetical to the spirit of the academy and to the mission of the college. Individual actions that express hatred, contempt, or degradation of others will not be tolerated. Any and all speech, gestures, adornment, emblems, codes, insignias, signs, symbols, slogans, flags, propaganda, paraphernalia, or other memes that express or represent hate-based ideology, or discrimination against protected classes, or otherwise signifies identification with, sympathy for, affiliation with, or membership in a hate group are strictly prohibited from this virtual classroom. Any violation of this policy will result in the student(s) having classroom privileges suspended until compliance is assured. Names will be forwarded to Student Services.

## **Inclusive Language in the Classroom**

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.

## **Setting Your Preferred Name in Canvas**

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact [Admissions & Records](#) to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. This does not change your legal name in our records. See the [Student Information Update form](#).

## **Canvas Information**

The online course website where you take your quizzes and where you can find course notes and your gradebook. Here are login instructions for Canvas:

- Open your web browser and go to [redwoods.instructure.com](https://redwoods.instructure.com) (click the following hyperlink to go there: [Canvas Log In](#)). Or, go to the [College of the Redwoods Home Page](#) and click “Canvas.”
- Enter your username and password. Your username is your Web Advisor login (e.g., lastname123 – first initial + lastname + the last three digits of your student ID number). The initial password for everyone is your eight-digit birthday (mmddyyyy).
- Once logged in, find the link for this class. Click the link to enter the course. If you need assistance logging in please go to the following webpage: [Canvas Login Help](#). It is highly advised that you change your initial password once logged in.
- For tech help, email [its@redwoods.edu](mailto:its@redwoods.edu) or call 707-476-4160. Canvas Help for students: <https://www.redwoods.edu/online/Help-Student>

## **Community College Student Health and Wellness**

- Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges [Health & Wellness website](#).
- [Wellness Central](#) is a free online health and wellness resource that is available 24/7 in your space at your pace.
- Students seeking to request a counseling appointment for academic advising or general counseling can email [counseling@redwoods.edu](mailto:counseling@redwoods.edu).

## Emergency Procedures / Everbridge

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert through your personal email and/or phones. Registration is not necessary in order to receive emergency alerts. Check to make sure your contact information is up-to-date by logging into WebAdvisor <https://webadvisor.redwoods.edu> and selecting 'Students' then 'Academic Profile' then 'Current Information Update.'

Please contact Public Safety at 707-476-4112 or [security@redwoods.edu](mailto:security@redwoods.edu) if you have any questions. For more information see the [Redwoods Public Safety Page](#).

In an emergency that requires an evacuation of the building anywhere in the District:

- Be aware of all marked exits from your area and building
- Once outside, move to the nearest evacuation point outside your building
- Keep streets and walkways clear for emergency vehicles and personnel

Do not leave campus, unless it has been deemed safe by the campus authorities.

### Del Norte Campus Emergency Procedures

Please review the [Crescent City campus emergency map](#) for campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information, see the [Redwoods Public Safety Page](#).

### Eureka Campus Emergency Procedures

Please review the [campus emergency map](#) for evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information on Public Safety go to the [Redwoods Public Safety Page](#). It is the responsibility of College of the Redwoods to protect life and property from the effects of emergencies within its own jurisdiction.

In the event of an emergency:

1. Evaluate the impact the emergency has on your activity/operation and take appropriate action.
2. Dial 911, to notify local agency support such as law enforcement or fire services.
3. Notify Public Safety 707-476-4111 and inform them of the situation, with as much relevant information as possible.
4. Public Safety shall relay threat information, warnings, and alerts through the Everbridge emergency alert system, Public address system, and when possible, updates on the college website, to ensure the school community is notified.
5. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet, (evacuation to a safe zone, shelter in place, lockdown, assist others if possible, cooperate with First Responders, etc.).
6. If safe to do so, notify key administrators, departments, and personnel.
7. Do not leave campus, unless it is necessary to preserve life and/or has been deemed safe by the person in command.

### Klamath Trinity Campus Emergency Procedures

Please review the responsibilities of, and procedures used by, the College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to communicate to faculty, staff, students and the general public during an emergency. It is the responsibility of College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to protect life and property from the effects of emergency situations within its own jurisdiction.

1. In the event of an emergency, communication shall be the responsibility of the district employees on scene.

- a. Dial 911, to notify local agency support such as law enforcement or fire services.
  - b. If safe to do so, notify key administrators, departments, and personnel.
  - c. If safe to do so, personnel shall relay threat information, warnings, to ensure the school community is notified.
  - d. Contact Jolene Gates 530-625-4821 to notify of situation.
  - e. Contact Hoopa Tribal Education Administration office 530-625-4413
  - f. Notify Public Safety 707-476-4111.
2. In the event of an emergency, the responsible district employee on scene will:
- a. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet.
  - b. Lock all doors and turn off lights if in lockdown due to an active shooter or similar emergency.
  - c. Close all window curtains.
  - d. Get all inside to safe location Kitchen area is best internal location.
  - e. If a police officer or higher official arrives, they will assume command.
  - f. Wait until notice of all is clear before unlocking doors.
  - g. If safe to do so, move to the nearest evacuation point outside building (Pooky's Park), directly behind the Hoopa Tribal Education Building.
  - h. Do not leave site, unless it has been deemed safe by the person in command. Student Support Services (required for online classes)

## Student Support Services

The following online resources are available to support your success as a student:

- [CR-Online](#) (Comprehensive information for online students)
- [Library Articles & Databases](#)
- [Canvas help and tutorials](#)
- [Online Student Handbook](#)

[Counseling](#) offers assistance to students in need of professional counseling services such as crisis counseling.

Learning Resource Center includes the following resources for students

- [Academic Support Center](#) for instructional support, tutoring, learning resources, and proctored exams. Includes the Math Lab & Drop-in Writing Center
- [Library Services](#) to promote information literacy and provide organized information resources.
- [Multicultural & Diversity Center](#)

Special programs are also available for eligible students include

- [Extended Opportunity Programs & Services \(EOPS\)](#) provides services to eligible income disadvantaged students including: textbook award, career academic and personal counseling, school supplies, transportation assistance, tutoring, laptop, calculator and textbook loans, priority registration, graduation cap and gown, workshops, and more!
- The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer mentoring. Students can apply for the program in [Eureka](#) or in [Del Norte](#)
- The [Veteran's Resource Center](#) supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.
- Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821



# Online Readiness

## Preparation

Are you ready for online classes? Please take about 15 minutes to review what it means to take an online class by watching the Introduction to Online Learning presentation at: [Introduction to Online Learning](#). In addition, here are some other resources to help you.

- What to expect when taking an online course at College of the Redwoods: [CR Online Course Information](#).
- Learn more about the Canvas Course Management System including help and tutorials: [Canvas Overview](#).
- Here's a guide for taking online classes: [Student Online Hand Book](#).
- Library resources (including online databases) can be found at: [CR Library](#).
- See what other community college students have to say about what it takes to be a successful online student: [Student Advice on Taking an Online Class](#).

Please see the accompanying [Class Orientation Letter](#) for more detail on computing requirements for this class.

## Digital Resources for Writing your Term Paper

[Various Topics in Sociology](#)

[About the Library](#): Library policies, services, and collections

[Copyright on Campus](#): Copyright law specific to college and university faculty and students

[Ethnic NewsWatch](#): Searching, Finding, Collecting, and Citing: Finding the best of the ethnic and minority press, journal articles, and scholarly publications.

[Journal Articles](#): Strategies for finding, reading, understanding, and citing journal articles

[Primary Sources](#): Links to sources of primary documents in the Credo Reference database and other CR Library resources

[Statistical Abstract of the United States](#): How to use this database to find statistical data

[Videos](#): Accessing & Using: Finding and using online videos for research projects and personal interest

## Course Syllabus Subject to Change

As your instructor, I reserve the right to make changes to this syllabus and the course content. While I make every effort to follow the policies and schedule laid out herein, there may be times when changes are necessary. I will inform the class of any changes using the Canvas Announcements tool.

*For a schedule or readings and assignments, please see the Course Calendar on the next page.*



# Course Calendar

Weekly units open on Saturday and run through the following Friday. Readings from *Essentials of Sociology*, 7<sup>th</sup> ed.

Week	Unit	Chapter	Wednesday of Each Week	Friday of Each Week
Week 1	What is Sociology?	Ch. 1	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 2	Culture & Society	Ch. 2	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 3	Socialization & Identity	Ch. 3	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 4	Social Interaction	Ch. 4	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 5	Groups & Organizations	Ch. 5	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 6	Deviance & Social Control	Ch. 6	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 7	Social Stratification	Ch. 7	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 8	<b>MIDTERM EXAM</b>			
Week 9	Gender Inequality	Ch. 9	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 10	Race & Ethnicity	Ch. 10	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 11	Family & Kinship	Ch. 11	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 12	Education & Religion	Ch. 12	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 13	Politics & Economic Life	Ch. 13	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
<b>Fall Break</b>	<b>NO CLASSES THIS WEEK</b>			
Week 14	Health & Sexuality	Ch. 14	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Week 15	Demography & Environment	Ch. 15	Discussion Initial Post Due	Unit Closes: All Discussion Responses and Quizzes Due
Finals Week	<b>FINAL EXAM</b>			