



**Syllabus:** Introductory Sociology

**Course Number:** SOCI 1301

**Instructor Information**

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**Textbook Information:** Packet “Introductory Sociology 1301” by Dr. Alyce Bunting, available in the college bookstore. There is also a link for the text at our class homepage, but you must have a copy of the packet for the class!

**CLASSROOM ETIQUETTE:**

This is a college classroom, not a social club. Most students know how to act in a college classroom, but a few do not. Those students who are here to learn deserve a classroom environment conducive to learning, and that is what I intend to create. Therefore, I expect each student to treat classmates and the professor with respect, refrain from disruptive behaviors, listen to the lecture, and participate in classroom discussions. Cell phones are to be turned off and put up when in the classroom. Use of cellphones while in the classroom will result in the student being dropped from the class. I also ask that you take care of any needs before coming to class. I will come to class prepared to teach you every day. I hope you come to class prepared to learn every day.

Please refer to pages 77 - 79 of the Texarkana College Catalog and Student Handbook and read “[Student Responsibilities](#).” It contains information to help maximize your college experience.

**[Subscribe to blog:](#)**

At our class homepage, in the blue bar at the top of the page, you will see the heading “Class Information.” This is a blog and you need to subscribe to it. To do this, click on “Class Information,” then click on “Subscribe,” check “By email,” and then click “Subscribe.” That way any information I post about class activities will not only appear at the top of our class homepage, but also be sent to you in an email to your TC email account.

**[Student Requirements for Successful Completion of the Course:](#)**

**(1) TESTS** – Tests will be taken online and can be taken at home or at any computer with an internet connection. **There will be a 45 minute time limit for each test.**

Sources for test questions include lectures, text, films, and any other material presented to the class. Tests will be 40 – 50 multiple choice questions.

**(2) ASSIGNMENTS AND GRADED ACTIVITIES** - Several assignments and graded activities will be given this semester. Each assignment/activity will be announced and explained when the material it pertains to is discussed. Assignments/activities can be handed in or sent in early.

**Student Assessment:**

You have the following possibilities for earning points:

- (1) 4 Tests (100 points each) .....400 total points
- (2) Assignments and Graded Activities.....200 total points  
600 total possible points

**Grading Scale:**

Grades by total points or grades by grade average (total points divided by 6):

- A:** 540 – 600 total points, or 90 – 100 average
- B:** 480 - 539 total points, or 80 – 89 average
- C:** 420 - 479 total points, or 70 – 79 average
- D:** 360 - 419 total points, or 60 – 69 average
- F:** below 360 total points, or below 60 average

Please check your grades at the “Gradebook” link (at myTC) often. Any errors in grading or posting need to be noted before the last day of class.

**Absentee Policy:**

Attendance is expected, either in the classroom or through our Teams virtual classroom. Roll will be taken. You are allowed **4** absences. An absence is defined as failure to attend class (either in the classroom or through Teams) or to send in an assignment/activity by its due date, or take a test by the due date. **STUDENTS WHOSE ABSENCES EXCEED THIS LIMIT OF 4 ABSENCES WILL BE DROPPED FROM THE COURSE BY THE INSTRUCTOR. JOBS, FAMILY AND ILLNESS ARE NOT EXCUSES. THE ONLY EXCUSED ABSENCES ARE FOR SCHOOL-RELATED EVENTS, MILITARY DUTY, OR HOLY DAYS.**

**It is the student’s responsibility to keep up with absences, and to check with the Admissions office to see if they have exceeded their absences and have been dropped from the course.**

**Make-up Policy:**

**Tests** – Make-up tests will be taken online, at any computer with an internet connection. Students who do not take tests by the due dates will have one week to take the make-up test. Students taking make-up tests will be given a **30 minute time limit** for the test.

**Assignments** - Assignments handed in late will be graded at **half credit** if they are handed in **one class day late**, and receive **no credit** if handed in after that.

### Academic Dishonesty Policy:

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an “F”.

This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses.

### Disability Act Statement:

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Current and prospective students, parents, and others interested in accommodations or additional information should contact the Office of Disability Services, Texarkana College Academic Learning Commons, 903-823-3349 or 903-823-3223. If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

### Financial Aid:

**Attention!** Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

### Computer Requirement Policy:

Students are required to have a computer with Internet access for classes. The computer must be an actual computer – smart phones, iPads, Androids, Chromebooks, etc., are not acceptable substitutes because they lack software compatibility necessary to complete all assignments and tests. Financial costs for the necessary equipment and internet access are the responsibility of the student.

Students needing to purchase a computer may do so through the Texarkana College Bookstore. Systems purchased through the bookstore meet or exceed all requirements, are competitively priced, and may be purchased using financial aid funds. If the system is purchased through another source, it is the student’s responsibility to ensure the system meets all requirements.

Computer systems requirements:

- Webcam, microphone, and speakers or headphones
- Windows 10 or a recent version of Mac OS (minimum Sierra). Windows 10 S mode is not supported
- Hardware capable of running Microsoft Teams (free download) and supports multi-media playback
- Support for Chrome or Microsoft Edge – Note: Firefox, Safari, or other browsers may not work on all TC applications
- Able to run Microsoft Office which will be provided free to TC students
- Adobe Reader or another PDF viewer
- Antivirus software such as Windows Defender or another 3<sup>rd</sup> party anti-virus solution
- The Respondus Lockdown browser is used for taking tests; therefore, the system must be capable of running this software. Most newer systems that meet other specifications should work.
- Students should regularly backup content to prevent loss of coursework due to hardware failure. Backup copies of documents and other coursework may be placed on OneDrive cloud storage. OneDrive is included free of charge for all TC students.

A list of Internet service providers can be found on the TC website at:  
<https://www.texarkanacollege.edu/coronavirus/>.

### **Alternate Operations during Campus Closure**

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, Texarkana College may need to move to altered operations and course delivery methods. During this time, Texarkana College may opt to continue delivery of instruction through methods that include, but are not limited to: online learning management system (Jenzabar or Moodle), online conferencing through TEAMS, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor Texarkana College's website ([www.texarkanacollege.edu](http://www.texarkanacollege.edu)) for instructions about continuing courses remotely, instructor email notifications on the method of delivery and course-specific communication, and Texarkana College email notifications for important general information.

### **COVID-19 Online/Virtual Environment Instructional Commitment**

The ongoing Covid-19 situation will require that some course materials and instruction are provided through an online and/or virtual format. Even if all or a portion of a class was originally scheduled to meet face to face, social distancing guidelines associated with Covid-19 will limit the number of students who are able to attend face to face classes in person simultaneously. Further, circumstances associated with Covid-19 could cause the college to be forced to shift completely to an online and/or virtual delivery at any time during the semester. While TC faculty members are committed to providing students the option of face to face instruction if possible, students should be prepared to continue their classes in an online and/or virtual environment if necessary. Texarkana College is committed to maintaining engaging, high quality instruction regardless of the delivery format.

**Class Schedule and Due Dates:**

Material to be covered in the course is divided into 4 parts, with a test given for each part. Refer to the section reviews to help prepare for the exams.

**PART I:**

Section 1 - **The History of Sociology**  
Section 2 – **The Science of Sociology**  
Section 3 – **The Theories of Sociology**

**TEST 1: Part 1, Sections 1, 2, and 3**

**PART 2:**

Section 1 – **Culture**  
Section 2 – **Socialization**

**TEST 2: Part 2, Sections 1 and 2**

**PART 3:**

Section 1 – **Deviance**  
Section 2 – **Race and Ethnicity**

**TEST 3: Part 3, Sections 1 and 2**

**PART 4:**

Section 1 – **Social Stratification**  
Section 2 – **Sex and Gender**

**TEST 4: Part 4, Sections 1 and 2**

**Any changes to this syllabus will be announced to the class.**