Instructor Information

Instructor: Candace Gray Pierce MA
Office: NA
Mailbox: CHARTS
Hours: ONLINE
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*All emails and telephone calls will receive a response within two business days.

Chair: Michael Loya 501-812-2776 mloya@uaptc.edu
Dean: Christy Oberste 501-812-2869 coberste@uaptc.edu

*If your emails and telephone calls do not receive a response within two business days, the appropriate chain of command is above.

Course Information

ONLINE: SOCI2300-63 Intro to Sociology
         SOCI2300-64 Intro to Sociology
         SOCI2300-68 Intro to Sociology

Catalog Description
Introduction to Sociology (SOCI 2300)

This course is an introduction to the theories, concepts and basic principles used in the study of group life, social institutions and social processes. Prerequisites: A score of 19 or above on the Reading section of the ACT, or a score of 78 or above on the Accuplacer Reading Comprehension Placement test, or a score of 83 or above on the COMPASS Reading Placement, or completion of READ 0300 (Foundations of Literacy) with a grade of “C” or better. (3 credit hours) ACTS # SOCI 1013

Course Materials

Required textbooks:

*** NOTICE: If applicable students may purchase older editions. Additionally, MindTap will not be required for this course.
Mission Statement

University of Arkansas – Pulaski Technical College provides access to high-quality education that promotes student learning and enables individuals to develop to their fullest potential.

Institutional Learning Outcomes and General Education

UA-PTC supports a college-wide institutional learning assessment program which concerns effective instructional methods and promotes student learning achievement by assessing:

1. Communication
2. Critical Thinking
3. Cultural Awareness
4. Information Literacy
5. Professionalism
6. Quantitative Literacy
7. Technology Literacy

For more information, please consult the following website: https://uaptc.edu/sla

Department / Program Learning Outcomes

This course is part of the general education category of courses at UA-PTC and is used in partial fulfillment of the Associate of Arts and Associate of Sciences transfer degrees, in particular. Therefore, the Institutional Learning Outcomes listed in section VI of this syllabus are also the General Education Learning Outcomes that apply to this course. Specifically, this course evaluates Communication, Critical Thinking, Cultural Awareness, and Information Literacy at a minimum.

Student Learning / Course Outcomes

ACTS # 82. SOCI1013 Introduction to Sociology
General Description:
An introduction to the theories, concepts, and basic principles used in the study of group life, social institutions, and social processes.

Expected Student Learning Outcomes:
The student will demonstrate understanding of the following:

- Sociological perspective
- Sociological theories and methods
- Social institutions
- Culture and society
- Socialization
- Groups and organizations
- Social inequality
- Globalization
Policies

Report a Complaint or Concern

UA-PTC takes very seriously complaints and concerns regarding the institution. Most complaints or concerns of a specific nature should be initiated and resolved at the campus level through normal college processes whenever possible. UA - Pulaski Technical College receives and resolves complaints using a variety of methods. To report a complaint or concern, please follow the link below.

https://www.uaptc.edu/report-a-concern-complaint

UA-PTC Attendance Policy

Education at UA-PTC requires students’ active involvement in the learning process. Thus, students are expected to attend all classes and actively engage in all learning assignments and/or opportunities provided in their classes. Class attendance should be treated as mandatory by all students as attendance will be taken by all instructors during the first two weeks of class. Additionally, a written policy on student attendance that is tied to course objectives and included in a course syllabus will be provided for each course by instructors.

Departmental Attendance Policy

In an online class, eligibility for Financial Aid is based on student participation. Logging into the course does not constitute participation. For purposes of roster certification, students must complete a gradable attendance artifact. Weekly attendance will be recorded to ensure active participation.

Course Policies

The UA-PTC Catalog rules and regulations will be enforced in this course at all times. Please consult the following website for more information: https://www.uaptc.edu/catalog Professional behavior is required. Punctual attendance and intelligent participation are expected. Particulars as determined by the instructor are detailed in the paragraph below.

Appropriate behavior is expected for all communications, including any notes, email messages, or telephone conversations. Some guidelines for communication are included in this syllabus to help you.

1. Students are responsible for reading and studying all chapter material assignments and activities are designed to help prepare students for the successful completion of each chapter assessment and the overall course, this does not eliminate the requirement for reading and studying all the material. Assessment questions may be selected from any portion of the chapter material regardless of whether the item or question is specifically addressed in assignments or other class activity.
2. If students experience computer or server malfunctions or difficulty, it remains the responsibility of the student to ensure submission of work within the designated time frame.

3. Weekly discussion board are required and will be used for purposes of roster certification, active participation, and a weekly gradable attendance artifact.

Discussion Board Requirements:

- Students are required to post each week to the discussion boards.
- Discussion boards will NOT be reopened due to the amount of time allowed. If a student misses a discussion board it will serve as the one drop grade allowed for all students.
- Students are required to respond to each discussion question.
- Students are required to respond to multiple classmates. For example; “Do you relate to some part of their response? Why?” Responses must be complete statements that show analytical support and understanding.
- Students are required to respond to ALL additional questions or comments that are presented by the instructor. Grammatical issues should be avoided.

4. Make-up policy: Missed examinations will NOT be reopened due to the amount of time allowed. If a student misses an exam it will serve as the one drop grade allowed for all students.

5. All course submissions and communications must take place within the student’s UA-PTC email address.

6. The instructor reserves the right to amend the schedule as necessary.

7. Appropriate behavior is expected for all communications.

Grading Policy
Letter grades will be based on the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 to 100%</td>
<td>A</td>
</tr>
<tr>
<td>80 to 89%</td>
<td>B</td>
</tr>
<tr>
<td>70 to 79%</td>
<td>C</td>
</tr>
<tr>
<td>60 to 69%</td>
<td>D</td>
</tr>
<tr>
<td>0 to 59%</td>
<td>F</td>
</tr>
</tbody>
</table>

Exam 1: 100 points (20%)
Exam 2: 100 points (20%)
Exam 3: 100 points (20%)
Final Exam: 100 points (20%)
Ten Discussion Boards (10) points each: 100 points (20%)
Total: 500 points
* Instructors have one week to provide feedback and post grades for all assignments unless otherwise noted by a departmental policy that has been approved by the Dean of the School.

In an online class, eligibility for Financial Aid is based on student participation. Logging into the course does not constitute participation. For purposes of roster certification, students must complete a gradable attendance artifact.

**Academic Integrity**

It is expected that all students who attend UA-PTC conduct themselves in a manner appropriate for the college experience. Academic integrity is a vital component of collegiate behavior. The UA-PTC catalog states, “The gaining of knowledge and the practice of honesty go hand-in-hand.”

The catalog also states, “The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course.”

The complete Academic Integrity Policy is in the UA-PTC code of conduct.

Plagiarism, the passing off of someone else’s work or ideas as their own, is a serious offence and will not be tolerated in this class. While open discussion of course topics is highly encouraged it is not permissible to copy others work for assignments or exams. If students are caught cheating on any exam, assignment, or other in class activity the first instance will result in zero credit on the assignment for all individuals involved; the second instance will result in a failing grade for the course.

**Accommodation Policy**

Services for Students with Disabilities: UA-PTC is committed to fulfilling all federal requirements as stated in the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the American with Disabilities Amendments Act (ADAAA) of 2008. Accommodations are available to students who have documented disabilities. Students who request accommodations must register with the Disability Services Office (Main Campus: 501-812-2738 or South Campus: 501-812-2862) and must provide current and relevant documentation.

Students requesting accommodations should inform the instructor at the beginning of the course or as soon as accommodations are approved. It is the student's responsibility to provide their Accommodation Letter to the instructor. Accommodations are not retroactive and will only be provided once your instructor receives the Accommodation Letter.
Student Code of Conduct

All students are expected to abide by the UA-PTC Student Code of Conduct. For the full Student Code of Conduct, access the most current version of the UA-PTC Academic Catalog. http://uaptc.azurewebsites.net/docs/default-source/course-catalog/2017-18-academic-catalog.pdf?sfvrsn=a08a3038_2

Sexual Misconduct

No person at Pulaski Technical College will, on the basis of gender, be excluded from participation in, be denied benefits of, or be subjected to sex discrimination, sexual harassment or sexual misconduct under any education program or activity. All college administrative policies and procedures regarding sex discrimination, sexual harassment, and sexual misconduct are in compliance with Title IX. Students who feel they are victims of sexual misconduct should contact the UA-PTC Title IX Deputy Coordinator for Students:

Michelle Anderson, Director of Student Life and Leadership
Campus Center Building Room 216
501-812-2756
manderson@uaptc.edu

Course Evaluations

Students may be asked to evaluate their instructor and course near the end of the semester. These student evaluations are very important to the improvement in the quality of instruction and course materials. All results are anonymous and shared with the faculty only after the semester is over and grades have been posted.

Information Literacy

UA-PTC is committed to the Information Literacy Competency Standards for Higher Education as established by the Association of College and Research Libraries and endorsed by the National Forum on Information Literacy. Therefore, all courses will incorporate an information literacy component so that, by graduation, all students will be able to recognize the need for information, then locate, evaluate, synthesize, and communicate information in an ethical manner. Information literacy encompasses critical thinking, research, media, technology, health, business, and visual literacy skills to produce lifelong learners who can make informed decisions in the workplace and in their personal lives.
## Tentative Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Course Syllabus Agreement Forms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Discussion Board 1- Introductions (closes 1/19/2019)</td>
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<tr>
<td>Week 2</td>
<td>Unit 1: Chapter 1</td>
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<tr>
<td>Week 3</td>
<td>Unit 1: Chapter 2</td>
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<tr>
<td>Week 4</td>
<td>Unit 1: Chapter 3</td>
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<tr>
<td>Week 5</td>
<td>Exam 1</td>
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<tr>
<td>Week 6</td>
<td>Until 2: Chapter 4</td>
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<tr>
<td>Week 7</td>
<td>Unit 2: Chapter 5-Chapter 6</td>
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<tr>
<td>Week 8</td>
<td>Unit 2: Chapter 16</td>
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<tr>
<td>Week 9</td>
<td>Exam 2</td>
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<tr>
<td>Week 10</td>
<td>Unit 3: Chapters 7 - Chapter 8</td>
</tr>
<tr>
<td>Week 11</td>
<td>SPRING BREAK</td>
</tr>
<tr>
<td>Week 12</td>
<td>Unit 3: Chapter 9</td>
</tr>
<tr>
<td>Week 13</td>
<td>Exam 3</td>
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<tr>
<td>Week 14</td>
<td>Unit 4: Chapter 11</td>
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<tr>
<td>Week 15</td>
<td>Chapter 12</td>
</tr>
<tr>
<td>Week 16</td>
<td>Unit 4: Chapter 13</td>
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<tr>
<td>Week 17</td>
<td>Unit 4: Chapter 14</td>
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<tr>
<td>Week 18</td>
<td>Final Exam- Opens May 4&lt;sup&gt;th&lt;/sup&gt;-Closes May 8th</td>
</tr>
</tbody>
</table>

### Final Exam Schedule: Final Exam- May 4<sup>th</sup>- May 8<sup>th</sup>, 2019

**Disclaimer:** This schedule is a guide for the semester. The instructor reserves the right to amend the schedule as necessary.
Course Agreement Form

Read, complete, and return to instructor:

I have read the course syllabus for [insert instructor’s name and course name here] John Smith’s English Composition I class at Pulaski Technical College, and I understand its content. I also understand the rules for the class, and I will follow and abide by these rules, including those relating to attendance, assignments, grading criteria, plagiarism, and behavior.

__________________________
Semester

__________________________
Date

__________________________
Print name

__________________________
Signature

__________________________
UA-UA-PTC Email address

__________________________
Telephone