



# A&M-COMMERCE

## SOC 1301: Introduction to Sociology COURSE SYLLABUS

Term:		Year:	
-------	--	-------	--

### INSTRUCTOR INFORMATION

Instructor Name:	
Office Phone:	
A&M Commerce Email Address:	
Instructor Notes:	

**Office Location:** Online/Remote

**Office Hours:** Email, Telephone, or Virtual by Appointment

**Preferred Form of Communication:** Email

**Communication Response Time:** 24 Hours or Less (Grading of assignments is typically not completed in 24 hours or less)

### COURSE INFORMATION

#### Materials

This course has been designed using Open Educational Resources (OER) and/or materials that are available through the [Waters Library](#). All materials are embedded within the course or are accessible via the internet or accessible through the Waters Library resource portal. After taking the pretest, students are encouraged to bookmark, download, or save materials provided via the internet for use with assignments and projects in this class.

#### Course Description

The scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance.

## Student Learning Outcomes

Students who successfully complete this course will be able to:

1. Compare and contrast the major theoretical perspectives in sociology and how those can better inform leadership.
2. Identify the various methodological approaches in the collection and analysis of sociological data.
3. Define key concepts in sociology.
4. Describe the empirical findings in a variety of sociological studies and experiments.
5. Explain the complex links between individual experiences and broader societal and institutional forces.

## Course Competencies

1. Students will identify the major theorists, concepts, theoretical perspectives, and research methods associated with the field of sociology.
2. Students will summarize important findings from sociological research and how they relate to personal, social, and organizational issues.
3. Students will explain what it means to recognize, evaluate, and express respect for the complexity of sociocultural diversity.

## Regular and Substantive Course Interaction

As a general guide, students enrolled in a three semester hour course should spend one hour engaged in instructional activities and two to three hours on out-of-class work per week in a traditional semester. Students are expected to double this effort of engagement given that this course is being delivered in a seven-week term. Educational activities in this course are designed to ensure regular and substantive interaction between students and faculty to ensure that students are able to demonstrate competency.

## COURSE REQUIREMENTS

**Minimal Technical Skills Needed:** Students will need reliable computer and internet access for this course. Students must be able to effectively use myLeo email, myLeo Online D2L, and Microsoft Office.

**Instructional Methods:** This course is an online course. To be successful in this course, all content and course modules should be read and reviewed. All assignments and quizzes (both graded and not graded) must be completed. Please contact the instructor by email for any assistance.

**Student Responsibilities or Tips for Success in the Course:** To be successful in this course, all content and course modules should be read and reviewed. All assignments and quizzes (both graded and not graded) should be completed. Please contact the instructor by email for any assistance.

## ASSESSMENT

- All learning tools and activities, including the textbook, are accessible online. Links to all learning tools are provided in the course. Learning activities include instructional and informative videos, assigned readings, articles, independent online research, and self-assessment exercises.
- You will access three learning modules comprised of five learning outcomes that are designed to engage you with information and learning activities that provide the necessary information to gain competency in each course competency subject area.
- You will access these learning modules one at a time, complete associated learning exercises, and demonstrate competency through a post-test examination.

*The syllabus/schedule are subject to change.*

- Before beginning each module, you must complete a pre-test examination. Feedback based on this examination will help aid you in focusing your independent study toward competency in the subject area.
- After all learning activities have been completed for a module, your level of competency in the subject area will be assessed through a post-test examination. To demonstrate competency, you must score 80% or above on the post-test. You will be given three opportunities to demonstrate competency on the post-test.
- Once you have demonstrated competency in the first learning module, you will be able to gain access to the second learning module. Once you have demonstrated competency in the second learning module, you will gain access to the third learning module.
- Once you have demonstrated competency in the third module, the final step to complete the culminating project described below.

### Course Pre-tests

The purpose of the pre-tests are to provide a baseline understanding of your knowledge in this competency. The pre-tests are required before you begin studying course materials. You are required to complete assignments, quizzes, and all course content to prepare for the post-test and final project.

Content	Description	Value	Notes
Pre-tests (3 Total - one for each module)	This is the initial assessment for each part of the course to provide a baseline understanding of a student's knowledge of the content and competencies.	100 points	Required before starting the module and taking the post-test. The grade on the pre-test does <b>not</b> count in the final grade.

### Learning Objective Post-tests

A brief assessment at the end of each module is intended to emphasize key concepts, theories, processes, etc., introduced in the Learning Objective Module. These end of module post-tests are part of your final grade. Your post-test grades and culminating project are averaged to calculate your final grade. A **score of 80% or higher is required on each post-test and project** to demonstrate competency.

Content	Description	Value	Notes
Post-tests (3 Total - one for each section)	Measures your competency of learning outcomes through multiple-choice questions.	100 points	Required and you must score 80% or higher. You have up to three attempts at each post-test. <b>DUE: Last day of week 7 (Friday) by 11:59 PM CDT</b>

If you score less than 80% on the post-test, you will have an opportunity to review the material and retake the post-test two additional times. If the post-test score is less than 80% within three attempts, students will receive a grade of "F" in the course and will be required to retake the course in the new term.

## Culminating Project

The project assesses your knowledge of terms and the application of concepts presented in this course. A **score of 80% or higher is required** to demonstrate competency.

**You should start your culminating project at the very end, after all post-tests have been successfully completed with a B or higher.**

Content	Description	Value	Notes
Project	Measures your competency of learning outcomes the completion of a competency-based project.	100 points	Required and you must score 80% or higher. You have up to three attempts. <b>DUE: Last day of week 7 (Friday) by 11:59 PM CDT</b>

If students score less than 80% on the culminating project, they will have an opportunity to review the material and resubmit the project up to two additional times if time allows. If the culminating project is less than 80% within three attempts, students will receive a grade of "F" in the course and will be required to retake the course in the new term.

## Grading

A score of 80% or higher on both the Culminating Project and Post-tests is required to demonstrate competency and receive credit for the course. The following items will be used to calculate the final grade in the course.

Item	Worth
Post-test 1	100 points
Post-test 2	100 points
Post-test 3	100 points
Culminating Project	100 points
<b>Total</b>	<b>400 points</b>

## Grading Scale

A = 90%-100% (360-400 total points)

B = 80%-89% (320-359 total points)

F = 79% or Below (319 total points and below)

## Acceleration Process

Students enrolled in competency-based education courses in the College of Innovation and Design are permitted to accelerate from one CBE course to another during a seven-week academic term under certain conditions. The request to accelerate from one course to another must be initiated by the student upon successful completion of currently enrolled CBE courses. Students are responsible for maintaining communication with faculty and their assigned advisor(s) throughout the acceleration process. Students who fail a course or who drop/withdraw from a CBE course are not eligible for acceleration. Student may only request permission to accelerate in one course at a time. Request to accelerate is initiated and completed by 5:00 pm CST on the fifth Friday of a seven-week academic term.

## Process

1. Student successfully completes all required coursework in their CBE courses(s) with a grade of “A” or “B.”
2. Student receives emailed verification from the assigned instructor that the course has been satisfactorily completed (Grade of A or B only).
3. Student contacts assigned advisor to provide proof of completion and discuss eligibility for acceleration into another course.

## TECHNOLOGY REQUIREMENTS LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are the technical requirements

### Learning Management System (LMS) Requirements:

View the [Learning Management System Requirements Webpage](#).

### LMS Browser Support:

Learn more on the [LMS Browser Support Webpage](#).

### YouSeeU Virtual Classroom Requirements:

Visit the [Virtual Classroom Requirements Webpage](#).

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found on the [Brightspace Support Webpage](#).

### Interaction with Instructor Statement

This is an online course; therefore, expect most communication to be online as well. Correspondence will always be through university email (your “myLeo” mail) and announcements in myLeo online (D2L). The instructor will make every effort to respond to emails within 24 provided the correspondence follows the requirements listed below. Students are encouraged to check university email daily.

### All emails from students should include:

- Course name and subject in the subject line (ex. SOC 1301 – Post-test)
- Salutation
- Proper email etiquette (no “text” emails – use proper grammar and punctuation)
- Student name and CWID after the body of the email

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail online in the [Student Guidebook](#).

Students should also consult the [Rules of Netiquette Webpage](#) for more information regarding how to interact with students in an online forum.

#### **TAMUC Attendance**

For more information about the attendance policy, please view the [Attendance Webpage](#) and the [Class Attendance Policy](#)

#### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

[Graduate Student Academic Dishonesty Form](#)

#### **CID Policy on Academic Integrity**

Academic dishonesty includes cheating, complicity in cheating, multiple submissions (or substantial portions) of the same work for credit without authorization, submitting another's work, plagiarism, submitting algorithmically (AI) plagiarized work, and other acts that may reasonably be called academic dishonesty.

- Students who commit academic dishonesty will receive a grade of 0 for the assignment in the course and be issued a Written Warning that is reported to the CID Assistant Dean's office and listed in a database.
- If the student does NOT have a previous Written Warning for academic dishonesty reported in CID courses and has additional attempts available for the assignment, the student may resubmit the assignment (this applies to CBE courses only).
- If the student has a Written Warning of academic dishonesty reported in CID courses, the student may NOT resubmit the assignment, and the instructor will follow the procedure detailed in [Policy 13.99.99.R0.03](#) for Undergraduate Academic Dishonesty and report the incident to the Provost Office.

#### **Use of Artificial Intelligence**

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

## **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce Velma K.

Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

### **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information, or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun.

Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M- Commerce campuses. Report violations to the University Police Department at 903- 886-5868 or 9-1-1.

### **Counseling Services**

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

### **Dropping the Class**

If you need to adjust your schedule by dropping this course, please contact your advisor. Please be aware that dropping your course may impact your financial aid, veterans and military benefits, three part, 45-hour, and 30-hour rules. It is the student's responsibility to drop the course. If you fail to officially drop the class, a failing grade will be assigned. You may not drop a class due to a pending academic misconduct charge.

### **Student Grades**

The standard grading system used in TAB courses are the grades of A, B, and F. No incomplete grades are granted unless under special circumstances. Students who do not achieve a performance grade of at least 80% in any or all competencies associated with a particular course will receive the "F" grade. The earliest that students can repeat courses that they have failed will be in the subsequent TAB term.

*The syllabus/schedule are subject to change.*

## Student Withdrawal

Students wishing to withdraw from all courses before the end of a term for which they are registered must clear their records by submitting a withdrawal form.

Please contact your advisor for assistance.

This action must be taken by the date stated in the Academic Calendar as the last day to withdraw. Students who withdraws from the university is subject to the conditions outlined in the section regarding Scholastic Probation or Suspension in the university catalog. It is the students' responsibility to withdraw from classes if they do not plan to attend during the semester in they have enrolled. Students have one year from the first day of a semester to appeal a withdrawal refund. Courses withdrawn are counted as attempted hours and count towards the three-peat, 45-hour and 30-hour rules and financial aid and veterans and military benefits.

### Course Calendar for Current Term

Due to the nature of this competency-based course, time is tied to the dates of the current term. All coursework must be completed by 11:59pm on the last day of the term. Failure to submit all coursework by the last day of the term will result in earning a non- passing grade.

### COURSE OUTLINE / CALENDAR

Modules & Competencies	Assignments
<p><b>MODULE 1: What is Sociology? (all parts)</b></p> <p>Corresponding course competencies:</p> <ul style="list-style-type: none"> <li>● Competency 1</li> <li>● Competency 2</li> </ul>	<ul style="list-style-type: none"> <li>● Complete the Module 1 Pre-test.</li> <li>● Read all sections in Module 1, watch corresponding videos, and complete the practice exercise.</li> <li>● Complete the Module 1 post-test.</li> </ul> <p style="text-align: center;"><b>Suggested module completion date: No later than the end of Week 2</b></p>
<p><b>MODULE 2: Applying Sociology (all parts)</b></p> <p>Corresponding course competencies:</p> <ul style="list-style-type: none"> <li>● Competency 1</li> <li>● Competency 2</li> </ul>	<ul style="list-style-type: none"> <li>● Complete the Module 2 Pre-test.</li> <li>● Read all sections in Module 2, watch corresponding videos, and complete the practice exercise.</li> <li>● Complete the Module 2 Post-test.</li> </ul> <p style="text-align: center;"><b>Suggested module completion date: No later than the end of Week 4</b></p>
<p><b>MODULE 3: Respecting Sociocultural Diversity (all parts)</b></p> <p>Corresponding course competencies:</p> <ul style="list-style-type: none"> <li>● Competency 1</li> <li>● Competency 2</li> <li>● Competency 3</li> </ul>	<ul style="list-style-type: none"> <li>● Complete the Module 3 Pre-test.</li> <li>● Read all sections in Module 3, watch corresponding videos, and complete the practice exercise.</li> <li>● Complete the Module 3 Post-test.</li> </ul> <p style="text-align: center;"><b>Suggested module completion date: No later than the end of Week 6</b></p>
<p><b>CULMINATING PROJECT</b></p> <p>Corresponding course competencies:</p> <ul style="list-style-type: none"> <li>● Competency 1</li> <li>● Competency 2</li> <li>● Competency 3</li> </ul>	<p style="text-align: center;"><b>Suggested project completion date: End of Week 6</b></p> <ul style="list-style-type: none"> <li>● It's suggested to turn this in by the end of Week 6 in case you need revisions.</li> <li>● Your project should be the last thing you submit to complete the class. <i>This may be very close to when you also finish up Module 3.</i></li> </ul>