SYLLABUS
SOCL 1143 X12
Sociological Inquiry
Fall 2024
Online

Sociology is the "systematic study of human societies (Newman 2022)." According to the American Sociological Association (n.d.), "sociology is the study of social life, social change, and the social causes and consequences of human behavior. Sociologists investigate the structure of groups, organizations, and societies and how people interact within these contexts (para 1)."

Professor: Amy Clark, Ph.D.

OFFICE: O'Donohoe 131

Mon. 10:00am-11:00am
Tues.11:00 am-2:00pm
Wed. 10:00am-11:00am

The best way to meet with me is on campus during my office hours, which are listed above. If you have a limited time window, then please make an appointment during my office hours; that way I am able to dedicate specific time to addressing your needs and concerns. Otherwise, you may have to wait if I am in an appointment with another student. If you need to schedule a Zoom appointment, then please give me as much advanced notice as possible, and we can set up a time. You can also reach me via email or by the D2L message inbox; I answer emails Monday through Friday within 48 hours *excluding weekends*. However, electronic communication is time stamped, and I will honor the date and time that you contact me.

EMAIL: amy.clark@msutexas.edu

TEXT: The Process of Social Research (3rd Edition)
ISBN: 978-0-19-761373-3
Author: Dixon

Publisher: Oxford University Press
Copyright Year: 2023

*The book is available on 2-hour reserve at the Moffett Library. Students may check it out on a first-come, first-serve basis. The book cannot be removed from the Library.

CITATION STYLE:
APA 7th edition format. The APA 7th edition manual is available for 2-hour reserve checkout in the Moffett-Library.

COURSE DESCRIPTION
Sociology is the scientific study of society. This means that as sociologists we utilize the scientific method to observe, learn and make inferences on various levels of analysis. Society includes macro level structures, meso level culture, and micro level individual/group interaction. Within this general overview, sociologists focus on different aspects of society to answer fundamental questions about the world that surrounds us. This course will help you

familiarize yourself with basic of sociological research methods of inquiry.

REQUIRED TECHNOLOGY:

- The *Respondus Lockdown Browser* download to a compatible device and a webcam for the *Monitor*; webcams can be checked out from the Moffett Library
- Microsoft Office 365 (free subscription through MSU) or other word processing software, which can be converted to a PDF.

ASSESSMENTS AND GRADING:

Exams: Worth (100 points each; 400 total)
Exams are to be completed in D2L on their respective due dates by 11:59pm CST. Students will have 40 minutes to complete 50 multiple choice and true/false questions. Students will have one attempt to complete the exam, and the Respondus Lockdown Browser and Monitor will be used. Test grades will not be curved. Over the course of the semester, the lowest test grade will be dropped. Exams will be made available by 9am on the day that they are due, and they are due no later than 11:59pm CST on the due date.

Special Notes on Accommodations for Tests:
- Students should notify me as soon as possible if they have accommodations for exams through DSS, and I must receive the DSS notification letter **before** the accommodation will be provided.
- Based on approved accommodations and testing needs, students can arrange to take a test on campus with an approved proctor in an alternate setting if necessary.

Quizzes (10 points each; 100 points total)
There are 10 quizzes worth 10 points each. Students will have one attempt per quiz, and the *Respondus Lockdown Brower* with the *Monitor* will be used. (Please also view the **Technical Requirements** for this class.) Students will need a webcam to use with the Lockdown Browser for the monitor feature. Quizzes are 10 multiple choice or true false questions, and students will be given **15 minutes** to complete each assessment. Quizzes will be made available by 9am on the day that they are due, and they are due no later than 11:59pm CST on the due date. Quizzes can be submitted late in D2L per the **policy on Late Work**. If students have accommodations for extra time on quizzes, then they must provide me with the DSS notification letter in order to be provided extra time.

Reflections: (Worth 75 points each; 150 points total)
There are two reflections over the course of the semester, and they are required to be one page in length. These reflections are designed to help students develop their research interests. Detailed instructions are provided in D2L. Reflections will be checked for possible plagiarism using Turnitin.

Applications: (Worth 100 points each; 200 points total)
There will also be 2 application assignments over the semester, which equal 200 points (total). They are required to be two to three pages in length and cited in APA 7th edition format. Each assignment will be graded with a detailed rubric, and students will have access to the assignment directions ahead of time in the D2L course shell. Applications will be checked for possible plagiarism using Turnitin.

Discussion Boards (Worth 25 points each; 150 points total)
Each original discussion post should address the prompt provided in at least 150 words. Each peer post should be at least 50 words. Peer responses should continue the original discussion by offering additional insight, raising valid points, asking relevant questions, or suggesting additional resources for review.

Graded Assessments

Graded Assessments	POINTS	Weighted Percentage of Final Grade by Category
Exams 1-4 (100points each)	400	40%
Discussions and peer posts (6@25 points)	150	15%
Reflections (2@75 points each)	150	15%
Quizzes (10@ 10 points each)	100	10%
Application Assignments (2@100 points each)	200	20%
Total Number of Points Available in the Course	**1000**	**100%**

Policy on Academic Dishonesty
- Students are NOT allowed to use ChatGPT or any other unauthorized AI in this class.
- Turnitin **will be utilized** to check for possible plagiarism on written assignments.
- Students suspected of cheating on exams, quizzes, or written assignments will be given a zero on the assessment and referred to the Office of Student Rights and Responsibilities.
- Students should never submit another person's work; this is cheating and will result in a zero and referral to the Office of Student Rights and Responsibilities

Policy on Missed Exams
- If students miss an exam due to a university approved excuse or an otherwise excused absence, they will be required to **make up a different version of the exam**.

Technical Difficulties
- If students experience a technical issue in D2L, students should reach out through the D2L Help feature to "report a problem."
- **Respondus LockDown Browser** is NOT compatible with Chromebook Laptops or mobile devices. iPad is the only mobile device that is compatible at this time.
  - Most of the time you will not encounter any problems, however, listed below are some common issues. Make sure you have the most recent version of the LockDown Browser on your computer. The most common issue is the loss of connection during the test. If you get a blank page or a spinning wheel, you will need to exit the test, close the browser, and re-enter the test. If you are taking this test at home, it is best that no other device is being used that requires the Internet while you are taking the test. Chromebook Laptops are NOT compatible with the LockDown Browser, so you will need to locate a different device. **If you have the ability to come to campus the LockDown Browser is on the computers in the Clark Student Center lab and the first floor Dillard lab.** Note**: There are no cameras on these computers, if your test requires the Monitor you will need to bring your own webcam or check one out from the Library.**
  - If you need assistance with issues, please use the Report a Problem link at the top of this page or email d2lhelp@msutexas.edu.
  - Always let your Instructor know that you've had a technical difficulty and have reached out to us

Late work:
- Reflections, Applications, Discussion Boards, and Quizzes will be accepted late for a penalty UP TO 72 HOURS LATE in D2L with an unexcused absence according to the policy listed below. Therefore, students MUST PAY ATTENTION to the difference between **the due date and the last date that an assessment is available**. If students have any questions about this, then please ask me as soon as possible. (Please also view the policy on **missing tests**.)
- No tests will be accepted late; students who miss a test for an **approved reason** must make up the test. *They will not take the same version of the test that was originally given in class.*
- **Reflections, Applications, Discussions, and Quizzes may be submitted in D2L** up to 72 hours late, but they will be penalized at the following rates:

  - **< or equal to 24 hours late, 25 % reduction in the total point value of the assignment.** The deduction will be manually calculated by the instructor and applied in D2L once the assignment has been graded. The number of points deducted will depend on the point value of the assignment.
  - **> 24 hours late but < or equal to 48 hours late, will receive a 50 % reduction in the total point value of the assignment.**
  - **>48 hours late but < or equal to 72 hours late, 75% reduction in the total point value of the assignment**. The deduction will be manually calculated by the instructor and applied in D2L once the assignment has been graded. The number of points deducted will depend on the point value of the assignment.
  - **>72 hours late WILL NOT be accepted and will be marked as a ZERO in D2L.**

COURSE POINT TOTALS AND CORRESPONDING GRADING SCALE

Grades will be determined by the following scale:

Table 2: Total points for final grade.

Grade	Points
A	900 or higher
B	800 to 899
C	700 to 799
D	600 to 699
F	Less than 600

Course Policies

Academic Misconduct Policy & Procedures
- Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct. *In this class, any use of ChatGPT or other unauthorized AI is considered cheating and academic dishonesty.*

The Americans With Disabilities Act
- The Americans with Disabilities Act is a federal anti-discrimination statue 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 believe you have a disability requiring an accommodation, please contact Office of Disability Accommodation. The telephone number is 397-4618.

Expectations about classroom etiquette and netiquette
- Students should be willing to listen to others and not engage in any form of hostile communication or excessively disruptive behavior (netiquette).
- Respect, empathy, kindness, and compassion for others will be a cornerstone in this course. Sociologists discuss things that are inherently controversial. Some of our class discussions may be energized at times, and it may become apparent that not everyone agrees. Regardless, we are all part of a larger community at MSU Texas, and I expect that each of you will do your very best to respect one another. We are all here to learn and listen and grow. Please know that if you feel triggered, there are campus support services available.
- When interacting with me and each other, please keep MSU Texas' core value of respect in mind at all times. Rude, abusive behavior will not be tolerated either in person or online. Disruptive behavior will be referred to Office of Student Rights and Responsibilities. Online communications should display principles of netiquette and be civil in tone.

Extenuating Circumstances, Emergencies, Illness, and Academic Activities:

Emergencies and other extenuating circumstances happen. The following count as emergencies and/or extenuating circumstances and should be evidenced by appropriate documentation:
- Written evidence of attending a mandatory university-sponsored activity (band, athletics, etc.)-documentation must come from college dean, Athletic Director, and/or Provost
- Official documentation of mandatory military service (i.e., deployment, etc.)
- Religious observance or Holy Day(s)
- Medical appointments related to pregnancy, pregnancy related complications, delivering early, or being restricted from activity for a certain amount of time due to pregnancy
- An acute or chronic illness, which prevents you from coming to campus or coming to class on time
- A written note from a medical clinic
- A written note from the MSU Office of Student Rights and Responsibilities
- A written note from a physician for a family member/loved one's illness
- You experience issues related to Title IX including but not limited to assault, stalking, or domestic violence
- Official documentation of required jury or court appearance
- Death of a family member/loved one/close relative
- Documentation of a motor vehicle accident, domestic disturbance, theft of your property, etc., which prevented you from coming to class
- Unexpected homelessness, food insecurity, job displacement, or a loss of otherwise reliable transportation-*please let me know about this as soon as possible*
- If you suddenly became an unexpected caregiver of someone critically ill
- If you are a law enforcement, corrections officer, or first responder and are faced with a verifiable/documented work emergency, which prevented you from coming to class (i.e. a transport, accident, fire, or major trauma etc.)

Though the aforementioned list is thorough, if you have absences related to other extreme/extenuating circumstances beyond your control that are not listed above, then please let me know as soon as possible. I want you to be successful in this class, and I will make EVERY EFFORT to help you do so**. Please communicate**

with me as soon as something has gone wrong and before you begin missing several classes. MSU Texas has a team of dedicated people ready to help you stay in school, and my desire is to support your continued education. The MSU Texas Student Handbook has additional information on certain types of absences and what you should do next. Some of these are listed below.

Pregnant and Parenting Students

To support the academic success of pregnant and parenting students and students with pregnancy related conditions, the University offers reasonable modifications based on the student's particular needs. Any student who is pregnant or parenting a child up to age 18 or has conditions related to pregnancy, may contact MSU's designated Pregnancy and Parenting Liaison to discuss support available through the University. The Liaison can be reached by emailing ruby.garrett@msutexas.edu or calling 940-397-4500. Should a student communicate with me that they are pregnant or have a pregnancy related condition or may need additional resources related to pregnancy or parenting, I will communicate that student's information to the Title IX Coordinator, who will work with the student and others, as needed, to ensure equal access to the University's education program or activity.

A pregnant student, a parenting student, or a student with pregnancy related conditions may be provided with supportive measures, based on the student's individualized needs, analogous to those provided to a student with a temporary medical conduction, and provided such supportive measures do not fundamentally alter the nature of an education program or activity. Such supportive measures may include, but are not limited to:

For pregnant students:
(1) Providing breaks during class to express breast milk, breastfeed, or attend to health needs associated with pregnancy or related conditions, including eating, drinking, or using the restroom;

(2) Excusing intermittent absences to attend medical appointments;

(3) Providing access to online or homebound education, including the providing of access to instructional materials and video recordings of lectures (to the extent such materials, recordings are made available to any student with an excused absence);

(4) Facilitating changes in schedule or course sequence, including extensions of time for coursework and rescheduling of tests and examinations and/or providing opportunity to make up missed assignments/assessments (such time extensions shall be applied in the same manner as the University grants and provides ADA/504 accommodations for additional time);

(5) Allowing a student to sit or stand, or carry or keep water nearby;

(6) Offering counseling;

(7) Facilitating changes in physical space or supplies (for example, access to a larger desk or a footrest);

(8) Allowing the student to maintain a safe distance from substances, areas, and activities known to be hazardous to pregnant individuals or unborn children;

(9) Providing elevator access;

(10) Facilitating a voluntary leave of absence from the University if the student is in good academic standing at the time the student takes a leave of absence, and facilitating a return to the student's degree or certificate program without being required to reapply for admission if the student remains in good academic standing; or

(11) Making other necessary changes to policies, practices, or procedures.

For Parenting Students:

(1) Facilitating priority registration to the extent the University provides early registration for any other group of students; or

(2) Facilitating a voluntary leave of absence from the University if the student is in good academic standing at the time the student takes a leave of absence, and facilitating a return to the student's degree or certificate program without being required to reapply for admission.

Obligation to Report Sex Discrimination under State and Federal Law

Midwestern State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. State and federal law require University employees to report sex discrimination and sexual misconduct to the University's Office of Title IX. As a faculty member, I am required to report to the Title IX Coordinator any allegations, personally observed behavior, or other direct or indirect knowledge of conduct that reasonably may constitute sex discrimination or sexual misconduct, which includes sexual assault, sexual harassment, dating violence, or stalking, involving a student or employee. After a report is made, the office of Title IX will reach out to the affected student or employee in an effort to connect such person(s) with resources and options in addressing the allegations made in the report. You are also encouraged to report any incidents to the office of Title IX. You may do so by contacting:

Laura Hetrick
Title IX Coordinator
Sunwatcher Village Clubhouse
940-397-4213
laura.hetrick@msutexas.edu

You may also file an online report 24/7 at https://cm.maxient.com/reportingform.php?MSUTexas&layout_id=6

Should you wish to visit with someone about your experience in confidence, you may contact the MSU Counseling Center at 940-397-4618. For more information on the University's policy on Title IX or sexual misconduct, please visit https://msutexas.edu/titleix/

Resources
- Helpdesk hours: 8 AM-10 PM, 7 days a week
- Online Problem Reporting System https://msutexas.edu/distance/oprs.php
- Helpdesk direct phone: 940-397-3000
- Log-In instructions https://msutexas.edu/distance/login-instructions.php
- D2L access link: https://d2l.msutexas.edu/
- Advice to new online students https://msutexas.edu/distance/new-online-students.php
- Student Resources https://msutexas.edu/distance/student-resources.php

COURSE CALENDAR AND SCHEDULE OF READINGS AND REQUIRED ACTIVITIES

All other assessments are due in the **D2L course shell on Friday at 11:59pm CST**. Please check the Academic Calendar for a schedule of holidays. There is NO final exam in this class.

WEEK NUMBER	ITEMS TO READ/VIEW/DISCUSS	ITEMS DUE/ SUBMISSION FORMAT
Week 1:	In the D2L course shell, students should read/view the following • Syllabus, course calendar, course policies, and course etiquette/netiquette-	• **Discussion Board #1** and 2 peer responses due on **August 30th by 11:59pm CST**
Week 2: **Labor day holiday** (No classes September 2nd)	In the D2L course shell, students should read/view the following: • Chapter 1 PPT In Dixon et al. (2023), students should read the following • Chapter 1	• **Quiz #1** and **Discussion Board #2** and 2 peer responses due on **September 6th** by 11:59pm CST
Week 3:	In the D2L course shell, students should read/view the following: • Chapter 2 PPT In Dixon et al. (2023), students should read the following • Chapter 2	• **Quiz #2** and **Discussion Board #3** and two peer responses due on **September 13th** in D2L by 11:59pm CST
Week 4:	In the D2L course shell, students should read/view the following • Chapter 3 PPT • "Tea Room Trade" article In Dixon et al. (2023), students should read the following: • Chapter 3	• **Quiz #3** and **Application #1** due on **September 20th** in D2L by 11:59pm CST
Week 5:	N/A	• **Exam #1** (Chapters 1-3) due on **September 27th** by 11:59pm CST in D2L
Week 6:	In the D2L course shell, students should read/view the following: • Chapter 4 PPT In Dixon et al. (2023), students should read the following: • Chapter 4	• **Quiz #4** and **Reflection #1** due on **October 4th** by 11:59pm CST in D2L

Week 7:	In the D2L course shell, students should read/view the following: • Chapter 7 PPT • "The Mark of a Criminal Record" article In Dixon et al. (2023), students should read the following: • Chapter 7	• **Quiz #5** and **Application #2** due on **October 11th** by 11:59pm CST in D2L
Week 8:	In the D2L course shell, students should read/view the following • Chapter 8 PPT In Dixon et al. (2023), students should read the following: • Chapter 8	• **Quiz #6** and **Discussion Board #4** due on **October 18th** by 11:59pm CST in D2L
Week 9:	N/A	• **Exam 2** (Chapters 4, 7-8) due on **October 25th** due by 11:59pm CST
Week 10:	In the D2L course shell, students should read/view the following • Chapter 12 PPT In Dixon et al. (2023), students should read the following: • Chapter 12	• **Quiz #7** and **Reflection #2** on **November 1st** in D2L due by 11:59pm CST
Week 11:	In the D2L course shell, students should read/view the following: • Chapter 13 PPT In Dixon et al. (2023), students should read the following: • Chapter 13	• **Quiz #8** and **Discussion Board 5** due on **November 8th** in D2L by 11:59pm CST
Week 12:	• N/A	• **Exam 3** (Chapters 12-13) due on **November 15th** in D2L by **11:59pm CST**
Week 13:	In the D2L course shell, students should read/view the following:	• **Quiz #9** and **Discussion Board #6** on **November**

	• Chapter 14 PPT In Dixon et al. (2023), students should read the following: • Chapter 14	**22nd** in D2L by 11:59pm CST
Week 14: *No class on Thursday due to Thanksgiving Break	• Review for Exam	• **N/A and enjoy your holiday!**
Week 15:	• Review for Exam	• **Exam #4** (Chapter 14) due **December** 6th in D2L by 11:59pm CST
Week 16:	No final exam	