

The University of Manitoba
Sociology 077.120, “Introduction to Sociology”
September 2005 - April 2006
6 credit hours
Section L08

Instructor	Dr. S. Prentice
Office	329 Isbister Building
Telephone	474-6726 (with voice mail)
e-mail	Through the website, at http://www.umanitoba.ca/webct Note: <i>This is the only e-mail account that can be used for course communication</i>
Website	http://www.umanitoba.ca/webct
Office Hours	Announced in class, posted on instructor’s door, and by special appointment
Meeting Times	Section L08: Mon - Wed - Fri, 11:30 - 12:20, Room 206 Tier Bldg
Teaching Assistants (TAs):	_____

	<i>(will be announced by second week of September, and posted to website)</i>

Required Textbooks

- Kendall, D, R. Linden and J. Lothian-Murray. 2003. *Sociology In Our Times*. 3rd edition. Nelson: Toronto. ISBN: 0176223193 -- *please be sure to buy this edition; earlier editions will not contain the material on which you will be tested.*
- Prentice, S. 2005 (Ed.) *Intersections: Readings in Sociology: A Custom Reader*. Pearson Custom Publishing: Toronto -- *please be sure to buy this edition; earlier editions will not contain the materials on which you will be tested.*

Course Objectives

The goals of this course are to introduce students to the “sociological imagination” and to show how it helps us to understand recurring features and patterns of social organization and social relations. These objectives will be accomplished through presenting students with some of the major theoretical perspectives, concepts, findings and methods of the discipline of sociology, and demonstrating how they illuminate central aspects of society.

The focus of this course is Canadian and comparative. The material we discuss ranges from the economy and the labour market to the family and childhood, covering what sociologists term “production” and “reproduction.” Students will be also introduced to the ideas and theories of the founders of the discipline (Marx, Weber and Durkheim), as well as contemporary approaches and concerns. Other topics include socialization, gender, racial/ethnic relations, social stratification and inequality, religion and deviance as well as power and politics, among others.

Overall, the aim of this course is to help students develop an analytic and informed approach to social life. To accomplish this, class time will be spent in a variety of ways. Much of our time together will be spent in lectures or watching (then discussing) films, or working together in pairs or small groups. Although this will be a large class, students are expected to get to know other students and to work with them. Peer work (pairs and groups) will be a basis both for independent learning and for graded work. Students are encouraged to question the instructor, their texts, the films and each other.

Students are warmly invited to introduce themselves to the instructor, and to drop by during office hours or by special appointment.

Course Grades

First Term:		Total = 50%
Test 1		10%
Test 2		10%
Test 3		10%
Test 4		15%
Participation	(Best 3 assignments)	5%
Second Term:		Total = 50%
Test 5		10%
Test 6		10%
Test 7		10%
Test 8		15%
Participation	(Best 3 assignments)	5%

Grades will be posted exclusively on the course's private webct site. Students must consult the course website to learn their grades. Assistance on accessing webct will be provided in-class and by the instructor and TAs.

Students should familiarize themselves with the University policy on appeal of term and final grades, found in University of Manitoba's 2005-06 *Undergraduate Calendar*. Please note that concerns about term work must be discussed with the instructor in the first instance; then can be appealed up to ten working days after grades have been made available to students. For this purpose, dates will be based on time of posting to the webct bulletin board.

Generally speaking, the following letter/percentage/GPA/descriptive scale will be used, however students should note that *these are guidelines only* and that different percentage cut-offs may be used in the course, depending on final grade distribution. Senate Policy #1307 requires "a post-examination review of final grades in multi-sectioned courses that will ensure an equitable correspondence between grades and level of performance in all sections." Accordingly, the final grade distribution in this course may be raised or lowered to achieve such equity, and therefore your final grade may be changed.

<u>Letter Grade</u>	<u>Percentage</u>	<u>GPA</u>	<u>Description</u>
A+	90 - 100%	4.5	Exceptional
A	80 - 89%	4.0	Excellent
B+	75 - 79%	3.5	Very Good
B	70 - 74%	3.0	Good
C+	65 - 69%	2.5	Satisfactory
C	60 - 64%	2.0	Adequate
D	50 - 59%	1.0	Marginal
F	49% or less	0	Failure

Policy on Tests, Missed Tests, Make-up Tests and Testing

Tests will consist of multiple-choice questions. They will cover theoretical, conceptual and empirical material covered in lectures, readings, films and class exercises. Many questions will be data-specific; others will be theoretical. Tests also will require you to apply concepts and facts learned in class. Within each term, tests may be cumulative. There is no final exam.

Test dates are listed in the term schedule, handed out the first class of each term. The term schedule will also be posted to webct. Students must be aware that missing a test is a serious problem and will result in a grade of zero, except under restricted circumstances. Only documented reasons will be accepted for missing a test. Makeup tests *may* be granted for compassionate reasons, at the full discretion of the instructor. If you will absent on test day for vacation (including Reading Week, you will forfeit that test.

Enrollment for this course will be about 175 students. Because of this course's large size, written administration are required. If you need to communicate with me about your course performance, you are welcome to speak with me about it before or after class, or during office hours. However, you must also send a written record by email as confirmation. For official purposes, the written record will stand as the formal notice. Students are therefore advised to check their course email account regularly.

It is a student responsibility to take the initiative to make arrangements for makeup tests with the instructor. To request a makeup, you must send an email (through the course website) to the instructor. Requests must be made as soon as is possible. Ordinarily, arrangements for a make-up test must be initiated no more than one week after the missed test; requests made later than one week will normally be denied. Under no circumstances will a makeup test be offered more than two weeks after the scheduled test date, or after the next regularly scheduled test has been held. Only one make-up test date will be set per test: students will be required to accommodate their schedules to the make-up test, or will forfeit the opportunity to write a makeup test. Students should be aware that all make-up tests will be short-answer essay-format questions.

The University of Manitoba acknowledges the right of all students to observe recognized holy days of their faith. You will need to send me an email about your intended absence(s) at least two weeks in advance of the test date, so I can make special arrangements.

Students with special learning needs (who, for legitimate reasons, require extra time to write an exam, or who require aids or other supports to succeed in the course) should introduce themselves to the instructor during the first week of the course, as well as through email. I will be pleased to make accommodation, including suitable testing arrangements, to assist you. Disability Services (474-6213) is a resource to help students with learning or other special needs. If you are uncertain if you can or

should avail yourself of this opportunity, please feel free to consult me.

Participation

Participation grades will be based on student submissions to unannounced exercises. The participation grade will be the sum of your three best participation grades each term. Occasionally, there may be a quiz covering an assigned reading. On other days, students may be asked to hand-in answers to questions following a film. On still other days, small group or pair work may be assigned. Participation assignments will usually be collective work, and students will each receive the collective grade. When group or pair work is assigned, students will not have the option of working solo. Each term, students will work on a minimum of four participation assignments, and the lowest score each term will be dropped.

Students who attend on the day when these unscheduled events occur, who have done their readings in advance and who have been attentive during lectures and films are very likely to get good marks for participation. A student who is absent, for any reason, cannot make up that day's participation work. Since the lowest grade will be dropped, students can assume that a perfect grade is still achievable if one assignment is missed.

Bonus work may occasionally be offered. Bonus grades will be applied at the full discretion of the instructor. The cumulative value of bonus grades (irrespective of the number of bonus assignments over the year) will not exceed 2% of the total course grade, and may be less. The value of bonus grades will vary according to class performance: students who perform at, or above, class average may benefit from bonus grades. Students who perform below the class average are unlikely to benefit from bonus grades. Bonus grades should not be factored into grade calculations.

Student and Instructor Responsibility

My responsibility as instructor begins with the University's ROASS Policy (see the University of Manitoba's *Undergraduate Calendar*, pp 31 - 32) and extends to creating a safe, cooperative and stimulating learning environment for students. I encourage a participatory and dialogic classroom environment. As instructor, I have selected texts and organized classroom time to meet the objectives of this course. Lectures are designed to help you understand and extend the concepts and ideas discussed in your texts and in the films. I comply fully with all University of Manitoba policies regarding teaching.

Students have responsibilities, too:

- (1) Students are responsible for their own learning. You are expected to do readings in advance of class and are required to come prepared. You will often need to independently cover material in the textbooks (since not everything in the textbooks will be addressed in class). You will be tested on all aspects of assigned readings -- including theory and empirical data -- as well as on lectures, films and other classroom activities. Ideally, you should bring both texts to class each day.
- (2) It is in your personal and collective best interest to attend class regularly. Note that the *Undergraduate Calendar* stipulates that "regular attendance is expected of all students in all courses," and that an instructor may initiate procedures to debar a student where unexcused absences exceed those permitted. Students so disbarred will have failed the course." Announcements may be made in class during lectures that may affect student performance, course schedule, or other aspects of the term organization: all students will be governed by the

new information, irrespective of whether they were in attendance when the new policy/information was announced.

- (3) If you are unclear about material or have academic concerns or questions, it is your responsibility to ask for help. The best way to do this is to visit me during office hours. The TA and I will be pleased to schedule extra time with you outside of class to help you succeed in this course, but you must make the request. It is also your responsibility to track your success in the course, and to take action if you discover you are failing tests or assignments, or not earning the grades you hope for.
- (4) If you miss a film, you will need to arrange to view it at an alternate time. Making this arrangement is a student responsibility. To view a missed film, you need a form which is available from 123 Fletcher Argue and which requires the instructor's signature. It is your job to bring the form to me for signing.
- (5) You are responsible for complying with the all course policies. You will find all course policies in this syllabus -- please review it regularly. If you misplace this syllabus or a term schedule, you can download a copy from the course website.
- (6) You must be considerate and respectful of the needs and rights of other students in the class. This is a large course, and classroom management can be an issue. Whispering, talking, taking cell phone calls, or engaging in non-course activity is especially inappropriate, since it bothers other students. I reserve the right to ask students to sit elsewhere, if I believe this will improve the classroom experience for other students. Other disruptions include late arrivals, early departures, and other behaviour deemed inappropriate by the instructor or other students. You should be aware that such disruptions may (a) result in you being asked to leave a lecture and (b) result in being barred from the course (which results in course failure). You will be required to comply with University policy on "Inappropriate and Disruptive Student Behaviour." (see *Undergraduate Calendar*, p. 35) as well as Faculty of Arts policies on student responsibilities, (pp. 95-96 of the *Calendar*). Any student who has a legitimate reason for leaving class early should let me know at the beginning of the class and should select a seat near the door to minimize disruption.

Academic Integrity

Academic dishonesty is a serious offence, with grave consequences. Students should acquaint themselves with the University of Manitoba's policies in the *Undergraduate Calendar* (Section 7, on "Plagiarism and Cheating," page 26-27).

Penalties for plagiarism and academic honesty are severe. The common penalty in Arts for plagiarism in a written assignment, test or examination is "F" on the paper and "F" for the course. For the most serious acts of plagiarism, such as the purchase of an essay or cheating on a test or examination, the penalty can also include suspension for a period of up to five years from registration in courses taught in a particular department in Arts or from all courses taught in the Faculty. The Faculty of Arts also reserves the right to submit student work that is suspected of being plagiarized to Internet sites designed to detect plagiarism.

Voluntary Withdrawal

Last day for voluntary withdrawal from the course without academic penalty is **March 16, 2006**. Students will have received grades from approximately five tests and four assignments before

then.

Website

This course has a website. This will be the way that you communicate with me by email. The website helps students in a variety of other things: for example, sending mail to other classmates, contributing to a bulletin board discussion of issues, and downloading syllabi and schedules. Importantly, it will also allow you to securely review your grades (which are private, and cannot be accessed by other students.) The only place grades will be posted is to the course website. Lecture materials will not be posted to the website -- to review lecture notes, students are warmly invited to visit during office hours.

No previous experience is required to use the website; you do not need a personal account or e-mail address to visit the course's site. Not every student has access to a personal computer and so the University provides free access to nearly one hundred computers in various labs located around the campus. We will be pleased to help you locate a computer terminal.

The TAs and instructor will be available to assist students in learning how to use the course website.

Office Hours

Office hours are a time I set aside to visit with students. You can use the office visit to discuss the course, to ask questions or clarifications, and to raise any concerns you may have. During TA office hours, you may review your test results. I enjoy visiting with students, and appreciate it when you drop by -- you do not need to have a 'reason' to stop by.

I am willing to make special office hours to accommodate students who cannot attend during scheduled times; to arrange a special appointment, please send me an email.

Term Schedules

A schedule of topics, lectures, readings, films and any guest lectures will be handed out the first day of each term.

The schedule is subject to change. Changes announced in-class will take precedence over the written schedule.

Course Readings, Test Dates and Schedule

Handed out the first day of each term