



SYLLABUS
The Craft of Sociology
Sociology 2330, Section 600
Fall Semester, 2024

My Information

Name Dr. Jacob Hardy
Email jhardy@tamusa.edu
Phone TBD (Please Leave a Message)
Office Location CAB 347D
Office Hours/Discussion Times

Tues. 12:30 p.m. - 1:30 p.m.

And by Appointment

(To be discussed further in class) You can book me for a virtual office hours appointment using my Calendly Link here:
<https://calendly.com/jacobhardy>

Course Information

Classroom
Discussion Days
Discussion Time Monday/Wednesday
9:30 a.m. to 10:45 a.m.
Prerequisites None
Course Credit Hours 3 Credit Hours

Required Course Materials

Assorted readings will also be posted to the course Blackboard page

Course Overview

Course Description, Goals, & Learning Outcomes: The purpose of this course is to introduce students to sociological thinking. The focus of the course is on sociological approaches to researching, reading, thinking, and writing. This course addresses key concepts in the discipline such as social structure, agency, application of the sociological imagination, and social constructionism.

This class is primarily directed at sociology majors and minors. That being said, it is not a majors only class. Because of this, I have tried to strike a balance between what is of general interest/use and the foundations of sociology as a discipline.

Upon completion of this course, students will have developed their “sociological imagination” and better understand themselves and their society. The assignments in this class will help all students develop their critical thinking and writing skills. In addition, the introduction of research methodology and theory will benefit all students who are contemplating any career with a research component.

Course Requirements and Grading

This class is designed to be an immersive learning experience. In addition to lectures, students will be expected to keep up with weekly readings, complete several writing assignments, and participate in class discussion. Assignments will challenge students to apply the concepts covered in class to their own lives.

Please check your TAMUSA email account daily, because important information about this class will be emailed to you. Please check the course Blackboard page frequently as well. Course announcements, grades, articles, etc. will be posted there. Regular checks of the Blackboard page will be the best way to keep up with what is going on with the course, and any adjustments we may make to the tentative course calendar.

A breakdown of course requirements and how each will contribute to your grade is included below.

Paper Project: The primary graded assessment in this course will be a paper project. The goal of this project is to give you a space to demonstrate your sociological imagination. It will ask you to think creatively, thoughtfully, and critically about your own life, and the world around you. It will be iterated on in three main “stages” and will be worked on throughout the semester, so no procrastinating until the last minute. Detailed instructions for each part of the paper will be posted to the course Blackboard throughout the semester.

If for any reason a submission is missed due to a university excused absence a late submission will be allowed provided that you notify me of your reason for absence and provide documentation within 7 days of the absence.

Assignments: There will be several “sandbox” written assignments for this course. The assignments must be typed, no greater than 12 pt font, with 1-inch margins.

All writing assignments will be assigned on Friday and will be due the following Friday. In this way, we can discuss the concepts presented in the weekly reading assignments during lecture and address any questions that might arise about the readings.

Some of the assignments will ask you to think theoretically, apply theory to real life situations, or to discuss policy implications. All of these assignments though will be focused on giving you a sandbox to develop your ideas for the main paper project, and to explore your approach to it. As such, a significant part of your grade will be based on how much work you put into these assignment and whether or not you are approaching them thoughtfully and seriously. Assignments will be graded on a percentage scale, with 100 indicating a perfect score.

All writing assignments will be turned in via Blackboard. For all of your writing assignments you should utilize 12pt. typeface, Times New Roman font. Late work will be accepted so long as university excused absence documentation, or communication with me regarding extenuating circumstances is submitted to me within 7 days of the assignment due date. If an assignment is turned in late and does not have a university excused absence or some form of authorization from me, but is within 24 hours of the due date then I will accept the late work with a 10% penalty to the grade. Any assignments turned in more than 24 hours after the due date without a university excused absence will not be accepted and will result in a zero for that assignment.

AI Statement - Writing has always incorporated tools as well as the voices and ideas of other people. GenAI can be a powerful tool in any writer's arsenal, but its use is not without risk. While GenAI's ability to convincingly string words together has a place in the writing process, it also risks introducing factual inaccuracies and, more importantly, risks making invisible the important connections between writing and thinking we are cultivating in this class. I will have detailed instructions for how to address the use of AI posted with your materials on Blackboard.

Attendance: The University views class attendance as the responsibility of individual students. Attendance is essential to complete the course successfully. University rules related to excused and unexcused absences are located online at <https://catalog.tamusa.edu/undergraduate/academic-policies-procedures/class-attendance/>

Notes on Course Format

This class is delivered in an online, synchronous format. This essentially means that we will have a live, virtual lecture at the time noted and scheduled on the first page of this syllabus (and as listed in your online course registration portal.) This course will also have an asynchronous component. Basically, this means that I will, as necessary, record additional material, and post it for the class on the course Blackboard page. You will need to access those course materials and recordings and review them on your time during this course. I will work to focus our lecture times together to cover the core material, but please be sure to plan to keep up to date with any recorded material as well as it will be a core component of this course.

Calculation of Course Grades

		Points	Percentage of Final Grade
Paper Project	Stage 1 TBD	80	20.0%
	Stage 2 TBD	80	20.0%
	Stage 3 TBD	120	30.0%
Assignments	Sandbox Assignments	80	20.0%
	Attendance/Participation	40	10.0%
	TOTAL	400	100%

Grading Scale

Number of Points Earned	Course Grade
360 or More (90-100%)	A
320 to 359 (80-89.99%)	B
280 to 319 (70-79.99%)	C
240 to 279 (60-69.99%)	D
239.9 or Less (<59.9%)	F

Access to Grades: Grades will be posted on the course Blackboard gradebook. Please note, it is a violation of the Family Educational Rights and Privacy Act of 1974 (FERPA) for me to discuss grades with you via email. Any questions about grades should be addressed with me in person,

preferably during office hours. Please *Verify your Blackboard grades often. If you notice any errors or omissions notify me as soon as possible.*

Extra Credit: There will be no extra credit in this course.

Borderline Grades: There will be no rounding of borderline grades in this course. All points are earned.

Incompletes: I may assign grades of “incomplete” (I), but only under rare circumstances, and only if you request it. If a significant crisis occurs in your life near the end of the semester (such as a serious illness or a death in the immediate family) and you provide me with detailed documentation and notification of its occurrence, then a grade of incomplete might be assigned. If you ever find yourself in a situation that is negatively affecting your performance in the course, please discuss it with me as soon as possible. I cannot help you if I do not know what the problem is. If you wait until the end of the semester to notify me of issues, my options to identify and implement strategies to help you succeed in this course are more limited.

Readings: The bulk of the readings for this course will be from the required book listed in this syllabus. Secondary readings will be made available in the content section of this course’s Blackboard page. Please check the course Blackboard page regularly as material posted there will be beneficial to your performance in this course.

Classroom Policies: I believe in a relaxed and open classroom environment. If you are late to class due to an emergency or unforeseen circumstance I understand, but please try to enter as unobtrusively as possible so as not to disturb your fellow students. Otherwise I expect you to be on time to class. If you need to leave class early try to notify me beforehand. In regard to electronics, I encourage the use of a variety of note taking tools, so tablets and laptops are permitted, so long as they are used solely for note taking. Cell phone use, as well as chatting with fellow students once the class has begun is strongly discouraged.

Classroom Civility, Respect and Tolerance: Sociology delves into a variety of sensitive topics. I respect your individual viewpoints and ask that you respect the viewpoints of your classmates, even those that you do not agree with. Name-calling, yelling, or condescending remarks about any individual or group will not be tolerated. We should all strive to avoid ethnocentrism in this class. Ethnocentrism is the automatic assumption that one’s perspective is superior to others. This course is a seminar. This means students will read the assigned reading and then come together to discuss it. Class participation is important. Without discussing the content of this course, it would be very difficult for everyone to grasp the concepts. I encourage you to participate in class. It is vital that you ask questions if you are unsure of anything covered in the class. If you have a question, it is likely that someone else in the class has the same question and is afraid to ask. Classroom discussion is highly encouraged in this course, but the underlying policy for this course is that we will all treat one another with respect.

Instructor Error: I am human, and as such from time to time I make mistakes. If you find that there is a grade or attendance discrepancy, please notify me so that we may work to correct it as soon as possible. In addition, since a portion of this course involves writing assignments, please keep an extra copy of all your written work until final course grades have been submitted. The electronic age has minimized accidents somewhat, but nevertheless it is better to be safe than sorry.

Academic Integrity & Student Rights and Expectations

Students' Rights and Responsibilities: The purpose of the following statement is to enumerate the essential provisions for the student freedom and responsibility to learn at Texas A&M University-San Antonio. All students are required to follow all policies and regulations as set forth by The Texas A&M University System. This includes the [A&M-San Antonio Student Code of Conduct](#).

Students' Rights

1. A student shall have the right to participate in a free exchange of ideas, and there shall be no university rule or procedure that in any way abridges the rights of freedom of speech, expression, petition and peaceful assembly as set forth in the U.S. Constitution.
2. Each student shall have the right to participate in all areas and activities of the university, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, genetic information or veteran status in accordance with applicable federal and state laws.
3. A student has the right to personal privacy except as otherwise provided by law, and this will be observed by students and University authorities alike.
4. Each student subject to disciplinary action arising from violations of university student rules shall be assured a fundamentally fair process.

Students' Responsibilities

1. A student has the responsibility to respect the rights and property of others, including other students, the faculty and the administration.
2. A student has the responsibility to be fully acquainted with the published University Student Rules found in the Student Handbook, Student Code of Conduct, on our website, University Catalog and students must comply with them and the laws of the land.
3. A student has the responsibility to recognize that student actions reflect upon the individuals involved and upon the entire university community.
4. A student has the responsibility to recognize the University's obligation to provide an environment for learning.
5. A student has the responsibility to check their university email for any updates or official university notification.
6. We expect that students will behave in a manner that is dignified, respectful, and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

We are each a part of this university and this course, and as such I expect each and every one of us to do our utmost to uphold and respect that responsibility. Academic integrity is a crucial part of your growth and experience at this university. As such, all work in this course should be the product of the individual student. Unless explicitly stated in assignment instructions, no collaborative work is allowed.

Plagiarism: As commonly defined, plagiarism consists of passing off as one's own the ideas, words, writings, etc., which belong to another. In accordance with this definition, you are committing plagiarism if you copy the work of another person and turn it in as your own, even if you have the permission of that person. If you have any questions regarding plagiarism, please consult the latest edition of the *Texas A&M University - San Antonio*, Handbook as well as the AI statement above.

Academic Accommodations for Persons with Disabilities: Texas A&M University-San Antonio is committed to providing all students with reasonable access to learning opportunities and accommodations in accordance with The Americans with Disabilities Act, as amended, and Section 504 of the Rehabilitation Act. If you experience barriers to your education due to a disability or think you may have a disability, please contact Disability Support Services in the Central Academic Building, Suite 210, or at (210) 784-1335 or visit <https://www.tamusa.edu/index.html> or email us at dss@tamusa.edu. Disabilities may include, but are not limited to, attentional, learning, mental health, sensory, physical, or chronic health conditions. All students are encouraged to discuss their disability-related needs with Disability Support Services and their instructors as soon as possible.

Academic Learning Center: The Academic Learning Center provides free course-based tutoring to all currently enrolled students at Texas A&M University-San Antonio. Students wishing to work with a tutor can make appointments through the Brainfuse online tutoring platform. Brainfuse can be accessed in the *Tools* section of Blackboard. You can contact the Academic Learning Center by emailing tutoring@tamusa.edu, calling (210) 784-1307, or visiting the Central Academic Building, room 202.

Counseling/Mental Health Resources: As a college student, there may be times when personal stressors interfere with your academic performance and/or negatively impact your daily functioning. If you are experiencing emotional difficulties or mental health concerns, support is available to you through the Student Counseling Center (SCC). To schedule an appointment call 210-784-1331 or visit Madla 120.

All mental health services provided by the SCC are free and confidential (as the law allows). The Student Counseling Center provides brief individual and group therapy, crisis intervention, consultation, case management, and prevention services.

Crisis support is available 24/7 by calling the SCC at 210-784-1331 (after-hours select option '2'). For more information and self-help resources, please visit www.tamusa.edu/studentcounseling

Emergency Preparedness: JagE Alert is Texas A&M University-San Antonio's mass notification. In the event of an emergency, such as inclement weather, students, staff and faculty, who are registered, will have the option to receive a text message, email with instructions and updates. To register or update your information visit: <https://tamusa.bbcportal.com/>.

More information about Emergency Operations Plan and the Emergency Action Plan can be found here: <https://www.tamusa.edu/about-us/campus-information/safety/university-police-department/documents/emergency-operations-plan.pdf> and <https://www.tamusa.edu/about-us/campus-information/safety/university-police-department/documents/emergency-action-plan.pdf>

Download the SafeZone App for emergencies or call (210) 784-1911. Non-Emergency (210) 784-1900

Financial Aid and Verification of Attendance: According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which include class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must return these funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance. Faculty will provide the Office of Financial Aid with an electronic notification if a student has not attended the first week of class. Any student receiving federal financial aid who does not attend the first week of class will have their aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of their federal aid.

Writing, Language, and Digital Composing Center: The Writing, Language, and Digital Composing Center supports graduate and undergraduate students in all three colleges as well as faculty and staff. Tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. Our language tutors support students enrolled in Spanish courses and students composing in Spanish for any assignment. Our digital studio tutors support students working on digital projects such as eportfolios, class presentations, or other digital multimedia projects. Students can schedule appointments through JagWire under the Student Services tab. Click on “Writing, Language, and Digital Composing Center” to make your appointment. The Center offers face-to-face, synchronous online, and asynchronous digital appointments. More information about what services we offer, how to make an appointment, and how to access your appointment can be found on our website at <https://bit.ly/WLDCCenter>.

Meeting Basic Needs: Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to contact the Dean of Students (DOS@tamusa.edu) for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources they may possess.

Military Affairs: Veterans and active-duty military personnel are welcomed and encouraged to communicate, in advance if possible, and special circumstances (e.g., upcoming deployment, drill requirements, disability accommodations). You are also encouraged to visit the Patriots’ Casa in-person room 202, or to contact the Office of Military Affairs with any questions at military.va@tamusa.edu or (210)784-1397.

Religious Observances: Texas A&M University-San Antonio recognizes the diversity of faiths represented among the campus community and protects the rights of students, faculty, and staff to observe religious holidays according to their tradition. Under the policy, students are provided an opportunity to make up any examination, study, or work requirements that may be missed due to a religious observance provided they notify their instructors before the end of the second week of classes for regular session classes.

The Six-Drop Rule: Students are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits students to a maximum of six (6) non-punitive course drops (i.e., courses a student chooses to drop) during their undergraduate careers. A non-punitive drop does not affect the student’s GPA. However, course drops that exceed the maximum allowed by SB 1231 will be treated as “F” grades and will impact the student’s GPA.

Statement of Harassment and Discrimination: Texas A&M University-San Antonio is committed to the fundamental principles of academic freedom, equality of opportunity and human dignity. To fulfill its multiple missions as an institution of higher learning, A&M-San Antonio encourages a climate that values and nurtures collegiality and the uniqueness of the individual within our state, nation, and world. All decisions and actions involving students and employees should be based on applicable law and individual merit. Texas A&M University-San Antonio, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, gender identity, gender expression, or pregnancy/parenting status. Individuals who believe they have experienced harassment or discrimination prohibited by this statement are encouraged to contact the appropriate offices within their respective units.

Texas A&M University-San Antonio faculty are committed to providing a safe learning environment for all students and for the university as a whole. If you have experienced any form of sex- or gender-based discrimination or harassment, including sexual assault, sexual harassment, domestic or dating violence, or stalking, know that help and support are available. A&M-San Antonio's Title IX Coordinator can support those impacted by such conduct in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, and more. The university strongly encourages all students to report any such incidents to the Title IX Coordinator. Please be aware that all A&M-San Antonio employees (other than those designated as confidential resources such as counselors and trained victim advocates) are required to report information about such discrimination and harassment to the university. This means that if you tell a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the university's Title IX Coordinator (titleix@tamusa.edu, 210-784-2061, CAB 439K). If you wish to speak to a confidential employee who does not have this reporting requirement, you can contact the Student Counseling Center at (210) 784-1331 or visit them in Madla 120.

Pregnant/Parenting Students: Texas A&M-San Antonio does not require a pregnant or parenting student, solely because of that status or issues related to that status, to (1) take a leave of absence or withdraw from their degree or certificate program; (2) limit the student's studies; (3) participate in an alternative program; (4) change the student's major, degree, or certificate program; or (5) refrain from joining or cease participating in any course, activity, or program at the University. The university will provide reasonable accommodations to pregnant students that would be provided to a student with a temporary medical condition and that are related to the health and safety of the student and the student's unborn child. These could include maintaining a safe distance from substances, areas, and activities known to be hazardous to pregnant individuals and their unborn child; excused absences because of illness or medical appointments; modified due dates for assignments; rescheduled tests/exams; taking a leave of absence; and being provided access to instructional materials and video recordings of lectures for excused absences, if these would be provided to any other student with an excused absence. Pregnant/parenting students are encouraged to contact the Title IX Coordinator with any questions or concerns related to their status (titleix@tamusa.edu; 210-784-2061; CAB 439K).

Texas A&M-San Antonio has also designated the Title IX Coordinator as the liaison officer for current or incoming students who are the parent or guardian of a child younger than 18 years of age. The Title IX Coordinator can provide students with information regarding support services and other resources.