Instructor: Sandra Yarbrough  
Office: C105  
Email address: yarbroughs@redlandsc.edu  
Office Hours: MWF 11:00 to 11:50 am or by arrangement  
Telephone: 262-2552 ext. 4071 or 990-7833 (BLC Ministries)

Course Description: Introduction to Sociology is a general survey of the fundamental concepts of sociology, the elements and processes of social interactions, and the application of sociological principles to social institutions, groups and problems.

Course Rationale: This course will emphasize the importance of viewing the world and problematic issues through a sociological perspective. It will serve as a basis for further study in sociology or related fields. It will also enhance critical thinking and problem solving skills.

Prerequisites: None, but college level reading and writing skills are necessary to complete the course.

Course Objectives:  
• To be able to define sociology and understand the sociological perspective  
• To learn to identify examples of the way social forces affect our everyday lives  
• To begin to see the conditions in society that encourage us to think sociologically about issues and problems in the world  
• To recognize the sociological perspective and the benefits to be gained from applying it to issues and problems  
• To be able to identify the important historical factors in the development of sociology  
• To be able to identify and distinguish among the functionalist, conflict and interactionist paradigms used by sociologists to examine society

Next Course in Sequence: None


Accommodations: Redlands Community College complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Students with disabilities who need assistance should make their requests in the following way:  
1. Talk with your instructor after class or during office hours about your disability or special need related to work in class and/or  
2. Contact Student Support Services and ask to speak to the ADA officer

Instructional Methods:  
*Lecture  
*Supplemental Handouts  
*Internet Assignments  
*Active Learning  
*Discussion  
*Supplemental Visual Aids  
*Research Project  
*Cooperative Learning
Evaluation:
A. 5 examinations - 100 points each
B. Research Project - 500 points
D. Quizzes - +/-100 points
F. Final Exam - 100 points
G. Special projects - 5 points each for "extra credit"

Total points for the course: 1,200 points

Grading Scale:

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<thead>
<tr>
<th>Grade</th>
<th>Minimum</th>
<th>Maximum</th>
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<tr>
<td>A</td>
<td>90</td>
<td>100%</td>
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<tr>
<td>B</td>
<td>80</td>
<td>89%</td>
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<tr>
<td>C</td>
<td>70</td>
<td>79%</td>
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<tr>
<td>D</td>
<td>60</td>
<td>69%</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
<td>59%</td>
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Weight of Exams & Projects:

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<tr>
<th>Component</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Exams</td>
<td>50% of course grade</td>
</tr>
<tr>
<td>Projects &amp; Quizzes</td>
<td>50% of course grade</td>
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Attendance Policy:
Attendance will be taken at each class. Students are expected to arrive to class on time and stay for the entire class period. If you know in advance that you are going to be absent, late, or need to leave early please notify me. Students who leave class before dismissal will be viewed as absent the entire class period unless prior arrangements have been made. While attendance is not figured into your grade, if your grade at the end of the semester is borderline (i.e. 89.5%), I will use your attendance to determine whether to round up the grade. If you miss a class, it will be your responsibility to obtain class notes and handouts from another student. I do not furnish notes to students as this would be unfair to those who made an effort to come to class. Class participation will also be noted on each day’s attendance and taken into account when determining your final grade.

Exams:
Five unit exams and One Comprehensive Final Exam are scheduled for this course. The exam format may include multiple choice, true-false, matching, short answer, and essay. Each exam is worth 100 points. A review will be provided. Students are expected to take exams when they are scheduled and administered, unless there are Extenuating circumstances AND you have received an excused absence or special permission from the instructor. The only way that I will allow you to make up an exam is for extenuating circumstances for which you have written documentation as to why you could not take the exam when scheduled. Rules during the exam are: 1) you should space yourself around the room so that no one is sitting next to another student; 2) Cell phones, mp3 players, CD players, PDA’s and all other forms of technology shall remain in backpacks or purses and shall not be checked or used during an exam; 3) you may not leave class during an exam without express permission from the instructor; 4) no unauthorized paper, notes, books or other tools may be used without the express permission of the instructor; 5) only your exam, scantron, pencil or other materials your instructor specifically allows shall be on your desk. Scantrons will be provided. Violation of any of these rules could result in your exam being picked up and a 0 received for the exam.

Tentative Semester Outline:
This tentative outline is designed to assist your development of good study habits. The reading assignments will prepare you for the upcoming lectures. Reading before class makes note-taking much easier and prepares you to ask for an explanation of any points you may have difficulty understanding. It is assumed that you are keeping up with the reading when the instructor prepares the materials presented in class. This outline is subject to change based on class interest and/or unexpected events (i.e. weather or instructor illness/absence).

Late Work:
In the workplace, people are responsible for getting their work done no matter what their personal difficulties. So, too, with this class. ANY HOMEWORK OR OTHER ASSIGNMENTS DUE SHOULD BE TURNED IN WHEN THEY ARE DUE. In the unlikely event you miss class you are responsible for what happens in your absence. The instructor will not be responsible for keeping track of who heard what, or who was present or absent when. You should develop an in-class contact to find out what has happened while you were gone. 5% will be deducted from late work for each class day that it is late, up until 2 weeks after the due date. From that point on, 50% will be deducted after grading. If there are extenuating circumstances AND you have received an excused absence or special permission from the instructor, late points may not be deducted or the amount of late points may be reduced. You may turn in late work in one of 4 ways: 1) at the Maintenance Building; 2) at my office; 3) electronically; or 4) in class.
Writing: In all the written work that you do for this course (in-class work, homework, projects, and examinations) you should make certain that (1) your handwriting is legible (print or type if you need to); (2) spelling and punctuation are accurate; and (3) grammar and syntax are correct. Before you hand in any written assignment, be sure to proofread your work, paying particular attention to the errors that frequently occur in your writing. No writing will be accepted that I have to proofread or that I cannot read. This type of unacceptable work will be returned to you to correct before I will give a grade for it.

Academic Dishonesty: Plagiarism – Honesty requires that any ideas and materials taken from another source either for written or oral use must be fully acknowledged. Offering the work of another as one’s own is plagiarism. Any student who fails to give credit for ideas or materials taken from another source is guilty of plagiarism and may receive an “F” for the project or even the course. If you are in doubt about the legitimate use of sources for your work in this class, check with me.

Cheating – Any work that has been copied from another student’s work may be given a “0”. Since it is nearly impossible to discover which student cheated and who may have been a victim, both students’ work may be given a “0”. Please guard your work carefully to prevent this from happening to you.

See the college catalog or the attachment for a complete description of Redlands’ policies and procedures.

Email: Students in this class will be required to maintain an email address. Redlands Community College provides an email account to all students. You will be able to access your email in the computer lab if you do not have a computer available to you. I may communicate with you through email from time to time. Since private email accounts are difficult to identify, I may not respond to emails from “onehotmama 1313 @ hotmail.com”. Therefore, you should plan to use your Redlands account to communicate with me. Don't panic if you are not up on the ways of the Internet. I will be happy to work with you.

Class Webpage: This semester we will have a webpage which is accessed through the RCC portal. On this webpage you will find the Power Points that accompany my lectures, the course syllabus and outline, class assignments, announcements and any other information pertinent to this class. You should plan to visit this webpage on a regular basis. Especially on days that you are absent.

For IETV students: If you are attending this course through IETV from a far site, you will need to access this webpage BEFORE OR AFTER EVERY CLASS period to make sure you are up-to-date on all of the assignments and lectures. If there are technical difficulties in which your site does not connect properly, that day’s lecture will be posted on the webpage using streaming video. Allow 24 hours for the lecture to be posted. YOU MUST NOTIFY ME VIA EMAIL, TELEPHONE OR IETV IF YOU CANNOT SEE OR HEAR A LECTURE.

RULES FOR CLASSROOM CONDUCT

I expect your full and undivided attention from the moment I begin until I dismiss class.
- Books, notebooks, papers, pens, etc. shall not be put away until I say, “Class dismissed”.
- Book bags, purses, coats, and personal effects shall not be collected or placed on your desk in preparation for leaving.
  Some of the most important information is given during the first and last 5 minutes of class.

Respect each other, instructors, and guest speakers. Respect is defined in Webster’s Collegiate Dictionary as: An act of giving particular attention; consideration; to refrain from interfering with.

Personal information shared in class is confidential.
Only one person should speak at a time.
Casual Conversations with friends that exclude the class are inappropriate.

Disrespect for these policies may cause class to go over time since it will prevent the completion of work for that day in the timely manner in which it was planned.