

Syllabus Part II

Edison State Community College

SOC 121S Introduction to Sociology

Section: 804FS

3 credit hours

Instructor: Carin L. Benning

Instructor contact info: cbenning@edisonohio.edu or Blackboard email

Please note, ESCC email is the BEST way to contact the instructor for this course.

Required Text: Saylor Academy (2012). Sociology: Understanding and Changing the Social World, Comprehensive Edition v. 1.0

https://saylordotorg.github.io/text_sociology-understanding-and-changing-the-social-world-comprehensive-edition/

Weekly Schedule

Week 1: 8/24-8/30

Review the course syllabus
Complete the Syllabus Quiz
Complete the Introductory Discussion Forum
Start reading Ch. 1

Week 2: 8/31-9/6

Read Ch. 1
Complete Week 2 Class Activity
Complete the Ch. 1 Quiz
Start reading Ch. 2

Week 3: 9/7-9/13

Read Ch. 2
Complete Week 3 Class Activity
Complete the Ch. 2 Quiz
Start reading Ch. 3 and Ch. 4

Week 4: 9/14-9/20

Read Ch. 3 and Ch. 4
Complete Week 4 Class Activity
Complete the Quiz over Ch. 3 and Ch. 4
Study for Exam 1 over Ch. 1-4 in the text due next week
Work on Annotated Bibliography due next week

Week 5: 9/21-9/27

Complete Exam 1 over Chapters 1-4 in the text

Complete and submit the Annotated Bibliography assignment to the corresponding Turnitin dropbox in the Blackboard course site

Start reading Ch. 5 and Ch. 6

Week 6: 9/28-10/4

Read Ch. 5 and Ch. 6

Complete Week 6 Class Activity

Complete the Quiz over Ch. 5 and Ch. 6

Start reading Ch. 7

Week 7: 10/5-10/11

Read Ch. 7

Complete Week 7 Class Activity

Complete the Quiz over Ch. 7

Start reading Ch. 8 and Ch. 9

Week 8: 10/12-10/18

Read Ch. 8 and Ch. 9

Complete Week 8 Class Activity

Complete the Quiz over Ch. 8 and Ch. 9

Study for Exam 2 over Ch. 5-9 in the text due next week

Week 9: 10/19-10/25

Complete Exam 2 over Chapters 5-9 in the text

Start reading Ch. 10 and Ch. 11 i

Week 10: 10/26-11/1

Read Ch. 10 and Ch. 11

Complete Week 10 Class Activity

Complete the Quiz over Ch. 10 and Ch. 11

Start reading Ch. 13 and Ch. 14

Start working on the Final Paper due Week 13 if you have not already started

Week 11: 11/2-11/8

Read Ch. 13 and Ch. 14

Complete Week 11 Class Activity

Complete the Quiz over Ch. 13 and Ch. 14

Study for Exam 3 over Ch. 10-14 in the text due next week

Week 12: 11/9-11/15

Complete Exam 3 over Ch. 10-14 in the text

Start reading Ch. 15 and Ch. 16

Work on final paper due next week

Week 13: 11/16-11/22

Complete and submit the Final Paper to corresponding dropbox in Blackboard course site

Read Ch. 15 and Ch. 16

Complete Quiz over Ch. 15 and Ch. 16

Start reading Ch. 17 and Ch. 18 in the text for next week

Start working on your Final Presentation if you have not already done so. It will be due Week 15.

Week 14: 11/23-11/29

Read Ch. 17 and Ch. 18

Complete the Week 14 Class Activity

Complete the Quiz over Ch. 17 and Ch. 18

Start reading Ch. 19, 20 and 21

Week 15: 11/30-12/6

Read Ch. 19, 20 and 21

Complete the Week 15 Class Activity

Complete the Quiz over Ch. 19, 20 and 21

Post the Final Presentation to the corresponding forum

Study for Exam 4 over Chapters 15-21 due next week

Week 16: 12/7-12/12 – Finals Week – Please note, this week ends on Saturday due to it being the end of the semester

Complete Exam 4 over Chapters 15-21 in the text

Review and comment on at least two of your peers' presentations

Class Participation Policy

By registering for this online course, students commit to self-motivated study, participation in online course activities, and the submission of all assignments on time. Students are expected to commit 9 hours per week to this course, as they would do for a traditional in-person course. Furthermore, they commit to accessing the course website and checking email at least two-three times a week.

This is an online class and participation is mandatory. Each week has an assignment or activity due that students must complete. Due dates and assignments are subject to change, if need be, so please monitor your email and Blackboard Announcements throughout the term. Students will be notified of any such changes via their ESCC email and the Announcement section in Blackboard.

Attendance

For attendance purposes, you must complete the Introductory Discussion Forum in Week 1. This establishes you as an active student in this class. To withdraw from the class and receive **a full refund you must officially drop the course by the close of business on Sept. 7th, 2026**. There are no refunds after that date. However, you may still withdraw from the class and receive a **grade of "W" until Nov. 2nd 2026** but will not receive any refund. After that date, there are no withdrawals without special petition for extenuating circumstances.

To officially withdraw from the course, you **MUST** complete the appropriate form and drop or submit to Enrollment Services at the Piqua Campus, Darke County Center, Troy Center, or Eaton Center. Failure to do so will result in a grade of **"F"** and may impact current or future Financial Aid. You also have a choice to submit the form through MYESCC.

Course Expectations

Students will use the internet to access the Blackboard course site. The course has a weekly modular structure, which is easily navigable running from Monday to Sunday at 11:59pm. The assignments folder in Blackboard contains the required weekly readings, supplemental videos and other course materials, as well as info for that week's assignment.

Instructions and due dates for activities and assignments are clearly articulated so students know what is expected of them and can easily stay on track. Please ensure that all work submitted is original and does not violate any form of the Edison State Academic Honesty Policy. Additionally, keep backup files of all completed work in case submissions are lost or do not properly submit through Blackboard. Be sure any paper submission is properly headed using APA format. See Edison State Resource Links or the [Purdue Owl](#) for assistance should you require or desire it.

Late Work Policy

If you know you will be late in completing any assignment, please contact your instructor to make other arrangements. Late work will be accepted within one week of the due date. A penalty will be applied for late submissions at 10%-point deduction for every day late.

Work submitted more than one week past the due date will not be graded unless arrangements are made with the instructor prior to the original due date. However, under no circumstances will any work be accepted beyond the last day of the semester. If an emergency arises, please contact your instructor.

Course Changes

Throughout the course there may be additional lectures, videos, articles, etc. added to the weekly folders. This additional information is intended to enhance your comprehension of the subject matter for the week and may be included in corresponding writing assignments and quizzes. If any assignments or requirements of the course change, an email will be sent and an announcement will be posted on the homepage. Students are responsible for all announcements and changes to the course communicated by these means, so please check these areas on a regular basis.

Academic Honesty Policy

Academic integrity is submitting one's own work and properly acknowledging the work of others. Any violation of this principle constitutes academic dishonesty and is liable to result in disciplinary action. Forms of academic dishonesty include:

- **Plagiarism** - submitting all or part of another's work as one's own in an academic exercise, such as an examination, computer program, or written assignment.

- **Cheating** - using or attempting to use unauthorized materials on an examination or assignment, such as using unauthorized texts or notes or improperly obtaining, or attempting to obtain, copies of an examination or answers to an examination.
- **Facilitating Academic Dishonesty** - helping another commit an act of dishonesty, such as substituting for an examination or completing an assignment for someone else. *This is considered the same as plagiarism.
- **Fabrication** - altering or transmitting, without authorization, academic information or records.

The Edison Community College Academic Honesty policy will be strictly adhered to in this course. Any violation of plagiarism, Cheating, Facilitating Academic Dishonesty, or Fabrication will result in receiving a zero for the assignment. If you commit a second violation, you will automatically fail the course and be reported to the Department Chair/College Dean/Academic Honesty Committee. Please refer to the Edison Community Student Handbook online

https://www.edisonohio.edu/uploadedFiles/Web_Assets/Documents/Handbooks/Student_Handbook_2014.pdf

Writing Expectations

In this class I expect you to write using complete sentences, paragraphs, and correct grammar. This will be expected of you on the job, particularly if you desire to advance in your career. The Tutoring Center in the library has tutors who can help you. The library also has e-tutoring available, or you could have a friend or family member read your writing before you submit.

You are welcome to reference the writings of others for this class, but you must provide references for any information that is not your original work. Be sure to follow APA formatting and citation style guidelines and remember to include in text citations and a reference page with the full references for the sources used to complete each assignment. This also prevents plagiarism and promotes academic integrity.

AI Policy

There are a variety of AI programs available to assist writers. AI programs are NOT a replacement for human creativity, originality, and critical thinking. Writing, like any skill, must be developed through practice over time. I encourage you to use AI (such as Word Editor) to help you with spelling and grammar. However, most of the content of each assignment should be created by the student. Students may not, for example, type a question into an AI platform and copy and paste its response.

Any AI assistance other than basic editing should be tracked and cited within the assignment. Submitting AI-generated work without identifying it as such will be considered academic dishonesty.

Communication:

e-mail

All students, faculty, and staff are required to use their Edison State email account for all college communication. Please do not send an email message to your instructor using any email account other than your Edison email; your instructor does not open emails with personal account addresses, and no subject line. When you email your instructor, please include the course and section you are enrolled in, in the subject line.

Blackboard

The entire course will be hosted using Blackboard. When students have a question that is relevant to the class overall (i.e. clarification on general assessment guidelines), those questions should be posted to the Discussion Board entitled "General Questions." Furthermore, when new posts are made, other students are encouraged to comment and read these postings as they are made available.

Below are summaries of the types of course communication that may arise in Blackboard:

Announcements

The announcements page is the homepage for our course and will update students on any changes to the course and reminders for upcoming deadlines. Announcements may also be emailed to a student's ESCC email addresses.

Instructor Feedback

As your instructor, I am committed to providing quality learning experience through thoughtful planning, implementation, and assessment of course activities. I am also committed to being readily available to students throughout the semester by returning emails within 24 to 48 hours (depending on holidays) and to grade course work within 7 days of each assignment's due date. Please note major writing assignments like the Annotated Bibliography may take a little longer but will be graded within 2 weeks of submission at the latest. Please note, emails sent after 5pm on Friday may not be responded to until Monday morning, please send any communication before that time to ensure a timely response.

Academic Alerts

In order to support your success, the instructor of this course may contact your career pathways advisor regarding your attendance and academic performance. This academic alert may be initiated at designated times during the first half of the term or at any time your success is in jeopardy. If you find yourself struggling for any reason, please contact your instructor or advisor for support.

Netiquette

First and foremost, students are expected to complete all work for the course in a timely manner. Prompt assessment submissions will help with timely feedback.

Also, use of proper network etiquette – “Netiquette” – is crucial due to the developing communication on digital networks. Some recommendations which are viable to build a positive online classroom environment include:

1. Referring to colleagues by their first name when addressing comments.
2. Responding promptly to messages.
3. Using appropriate language when making comments and submitting assessments.
4. Offering assistance and recommendations to colleagues to better enhance the experience of all in the course.

Finally, be respectful to all colleagues and understand there will be different levels of understanding due to varying experiences.

Academic Accommodations:

Accessibility and Disability Services Support Policy

Edison State Community College will make reasonable accommodations for students with documented disabilities. If you believe you may need an accommodation based on the impact of a disability, contact the instructor privately with your self-identification letter. If you do not have a self-identification letter, contact Accessibility and Disability Support Services by emailing accessibilitysupport@edisonohio.edu or by calling 937.381.1548.

Accessibility and Disability Support Services is located on the Piqua Campus in Room 160. For additional information, visit the [Accessibility and Disability Services page](#).

Testing Your Faith Act Policy

Edison State Community College is committed to providing an environment respectful of students' beliefs. Students are permitted to be absent for up to 3 days each semester based on their faith, religion, or spiritual belief system with no academic penalty.

Students must complete the Testing Your Faith Act Accommodations Form, <https://www.edisonohio.edu/Registration-and-Records/> and provide a copy to their individual faculty within 14 days from the start of the course. The entire policy can be found in the student handbook at <http://stage.edisonohio.edu/digipub/StudentHandbook/index.html>.

[Edison State Community College Campus Resources](#)

Advising Services:

Edison State's career pathway advisors are your partners in success. A career pathway advisor is the first advisor that you will meet with once you have made the decision to further your education. Together, you and your career pathway advisor will:

- Identify the right academic major to set you on your desired career path.
- Identify the courses you'll need to accomplish your academic goals.
- Help you develop a student plan tailored to your lifestyle and work schedule.
- Prepare you to navigate your first semester at Edison State.

You can find your Career Pathway Advisor and Faculty Advisor information, including their email address, by logging into MyESCC and clicking on Student Planning. Go to Plan and Schedule and click on the Advising tab. You may also call 937-778-8600 to connect via phone call.

Career and Job Services

Our Career and Job Services advisors are dedicated to helping students and alumni advance their professional development as they make career decisions, develop job search strategies, pursue experiential opportunities and secure employment. Career and Job Services also provides career assessments, career information, resume and cover letter help, job postings and resources, tips for interviewing and more. Visit <https://www.edisonohio.edu/Career-and-Job-Services/> for more information.

Computers

If you are working on campus, computers with internet access are available in the internet café. The Library and Tutoring Center has computers and printers available for your use.

Library Services

The Edison State library is not only a comfortable place to study, we have an expansive collection of online resources available to help you with your research. Check out the library webpage here: <https://www.edisonohio.edu/Library/>.

Libguides and short instructional videos are available to help you use these resources and can be found at: <https://libguides.edisonohio.edu/>. Please contact the library staff with any library questions you may have at library@edisonohio.edu, 937-778-7950, or stop in!

Tutoring Center Services

All Edison State students are eligible to receive free tutoring and learning support services through our Tutoring Center. Available services include Edison State tutors, both online and in-

person, covering a wide variety of courses including various levels of math and paper reviews, online tutoring through OhioLINK eTutoring, distraction-reduced study rooms, and the use of Tutoring Center resources including subject-specific and general study guides.

For more information on tutoring services, visit the Tutoring Center in the Library, email us at tutoringcenter@edisonohio.edu, call 937-778-7959, or visit our webpage at

<https://www.edisonohio.edu/tutoring-center/>

Student Wellness Resources:

College is stressful! Feeling burnt out, anxious, frustrated? When challenges arise, it's helpful to have someone to talk to. We have partnerships established with many local mental health providers and can connect you with area resources.

These resources help students navigate obstacles which might cause issues or create a sense of distress during your school year. Edison State has built a network of health professionals to support students. With these partnerships, the Student Wellness Center can assist students who need support in areas such as:

- o Recovery and Counseling referral
- o Housing
- o Food
- o Physical well-being

Information and education are also provided on the topics of:

- o Alcohol and drug abuse and prevention
- o Sexual assault prevention and awareness
- o Building healthy relationships
- o Inclusion and belonging
- o Survivor support
- o Self-care
- o Anti-Hazing

If there is a medical emergency, please call 911. If there is a mental health emergency, please call 988.

Charger Station Pantry

Edison State Community College is proud to assist students needing help to obtain basic necessities. The Charger Station Food Pantry is stocked with all kinds of grab-and-go snacks, meal supplies, toiletries, household needs, and community resources. Stop by and check out our Charger Stations in Room 060 at Piqua, in the student lounge at Troy, in the Brooke-Gould Learning Resource Center at Eaton, and in Room 121 (for personal care items) and pantry items in the student lounge at Greenville. If you need additional assistance, please reach out at

ResourceCenter@edisonohio.edu.

Technical Support Services

The Edison State Community College IT Helpdesk will be open from 8:30 AM until 6:00 PM Monday through Thursday and 8:30 AM until 4 PM on Fridays and are closed on Saturday and Sunday. IT requests after 6:00PM can be sent to support@edisonohio.edu and will be addressed the following business day. If you are locked out on the weekend, immediately go onto the SSRPM and go to “forgot password” enter your security answers and then click to either change your password. If during times the help desk is open, call or email them immediately: [937-778-7957](tel:937-778-7957).

For additional help, please click the ASSIST tab on Blackboard or the Edison State Student Resources folder within your course.

TITLE IX STATEMENT - Anti-Discrimination, Harassment and Bullying

It is the policy of the College to maintain a learning environment free from bullying, discrimination, sexual harassment or sexual violence. Title IX federal law protects students, employees and third parties with a relationship to the college.

All Edison State Community College employees are required to report all knowledge of incidents that violate the Title IX policy to the Title IX Coordinator or Deputy Title IX Coordinator immediately. Student and employee confidential consultation is available through the Coordinator of Health and Wellness Services.

Title IX Policy and procedure language as well as contact information for the Coordinator of Health and Wellness, Title IX Coordinator and Deputy Title IX Coordinator can be found at www.edisonohio.edu/TitleIX/.