

Sociology of Work

SOCI_3347.783 Fall I, 2019

Syllabus

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OFFICE: On-line
E-MAIL: sert_b@utpb.edu
OFFICE HOURS: 24/7, by appointment

This course is a Web Course and is conducted within Canvas at <http://utpb.instructure.com>.

Course Catalog Description: Analyzes dramatic changes occurring in the work lives of Americans and considers the future of American workers within the global economy. Explores emerging labor markets and technology in shaping contemporary American work settings.

Measurable Learning Outcomes: By the end of this course, you will be able to:

- Identify the technical and social dimensions of work within the diversity of cultures and societies and the factors which influence social behavior at work;
- Apply critical thinking and reflection to issues pertaining to human society at work;
- Appraise differences and issues pertaining to race, gender, sexual orientation, social class, age, physical ability and other characteristics that form bases for personal and institutional discrimination;
- Practice lifetime skills of communication, problem-solving and social interaction.

Prerequisite coursework: Introduction to Sociology SOCI_1301.

Prerequisite skills: In order to be successful in this wholly on-line course, you will need to have adequate computer and research skills:

- Computer software and navigation:
 - Basic Microsoft applications (txt, WORD, PowerPoint...);
 - How to copy, paste, format, upload, save, submit files, etc....;
 - Use the CANVAS learning platform;
 - Use the UTPB online library databases for academic journal access.

Required Materials: Work Time: Conflict, Control, and Change by Cynthia L. Negrey. 2012. ISBN: 978-0-7456-5426-3 by Polity Press.

You will be expected to go beyond the textbooks and discover information through academic research of scholarly works (journal articles) within the field of sociology. Websites, content and links in the course are not endorsed by UT Permian Basin, The University of Texas System Administration, or the UT TeleCampus.

Important Academic Dates

UTPB Academic Calendar: <http://www.utpb.edu/services/academic-affairs/office-of-the-registrar/academic-calendar>.

Course Overview

Lessons consist of the following subject matters presented in modules.

- Module I – From Field to Factory and Beyond: Affluence, Industry, Gender and the Curanderas
- Module II – Work-Time Reduction in the US: Leisure, education and health
- Module III – Current Trends: Hours, Overtime, Non-standard work
- Module IV – Work family and work life: Public policy, Eco tourism
- Module V – Work time outside the US: Global economies, Public-private enterprise, Least Developed countries
- Module VI – Political economy of Work Time: Environmental sustainability

Each module includes a lecture, reading assignments (e.g. chapters from your text, journal articles, internet resources, etc.) and activities. Activities consist primarily of:

- Discussions – topically focused interactions. Review the syllabus for Grade Rubric – Discussions.
- Essay – For the semester, you will choose one (1) essay topic provided and write an 8-10 page essay. See syllabus for Grade Rubric – Essay. The essay should be a WORD document that will be uploaded to the assignment box.
- Quiz - quizzes are provided as an individual activity. They are not a part of your grade. However, they are a good resource by which you can judge how well you have understood the material for that module. You can repeat the quizzes for practice as many times as you like.
- Exams – Exams consist of objective true/false, multiple choice, matching or short essay questions. They will be based on all the materials covered for each of the modules being evaluated. Exams will be taken online. The questions will be posted for four days. You can take the test anytime within these four days. Bear in mind that exams are timed for 30 consecutive minutes. Once you begin the exam, you must complete it. You will have the use of your text and materials available. However, you should not rely exclusively on them for your answers. Being prepared with your readings on time is essential for doing well on your exams. If you exceed the time limit allotted, you could receive a grade of "0." If you fail to take the exam you will not have another opportunity. So please be aware of the dates given for taking the exams, and check your calendar so you do not miss them. Review the [Technical Requirements](#) for information if you need technical help.

Course Assessment:

Grading for the course will consist of your exams, discussions, essay, and group activity. Late work is not accepted. It is a good idea to submit your work early. Should you miss an assignment or exam, there will be a bonus final exam that can be taken as a make-up assignment; it is not required.

| Course Activity | Total |
|--|---------------------|
| Discussions (6 at 100 pts each) | 600 |
| Exams (6 at 100 pts each) | 600 |
| Essay | 500 |
| Final exam (bonus) | (100) |
| Total | 1,700 (1800) |
| A = 1530-1700 (1800) B = 1360-1529 C = 1190-1359 D = 1020-1189 F= 0-1019 | |

Grading Scale:

| % Grade Range | Letter Grade |
|---------------|--------------|
| 90 and above | A |
| 80 to 89 | B |
| 70 to 79 | C |
| 60 to 69 | D |
| Less than 59 | F |

Communication, Grading & Feedback: The best way to contact me is the course “Inbox” feature. Be sure to use an appropriate SUBJECT line. You can expect a reply within 72-hours. Although, I usually am on-line every day and will respond sooner. If you have a more urgent message, send an email to sert_b@utpb.edu. Grades are typically posted within 1 week of the due date. You will receive individual feedback on Discussions. If you wish to challenge a grade, you must submit your challenge within 10 days of the grade being posted. Bear in mind, a closer examination of your assignment could result in a lower grade.

Exams are graded immediately after you submit the exam. Essays can take 2 weeks before grades are submitted.

| Sociology of Work SOCI_3347 Grade Rubric - Discussion | |
|--|---|
| Due dates | Check the calendar for due dates. Primary posts are due by end of day <u>on Thursdays</u> and Peer Interactions by end of day on Saturdays. <u>Late work is not accepted.</u> |
| 50 points | Part A – Primary Posts: <ul style="list-style-type: none"> • Discussion topic answered completely and addressed thoroughly (about 250 words). • 2 or more current (2007-2017) <u>approved sociology journal</u> references (see list in ASA Writing & Citing guide) |
| 25 points | Part B: Peer Interaction Posts: <ul style="list-style-type: none"> • Peer response is engaging and well researched (about 150 words). • 1 or more current (2007-2017) general reference (website, media). |
| 25 points | Both A and B: <ul style="list-style-type: none"> • References meaningfully applied using in-text citations. No more than 20% of discussion is cited material. • No spelling/grammar errors. • Follows ASA style guide (http://e-noah.net/asa/asashoponlineservice/ProductDetails.aspx?productID=ASAOE701S10 or http://owl.english.purdue.edu/owl/resource/583/1/). |

| Sociology of Work – SOCI_3347 Grade Rubric - Essay | |
|--|--|
| Essay must be submitted by the due date (see Calendar) into the Essay Submission drop box. Do not email essays. Late assignments are not accepted. | |
| 300 points | <ul style="list-style-type: none"> All aspects of the topic addressed thoroughly. 8-10 pages, excluding title page and references page. Written in your own words (no more than 20% cited material). Review UTPB scholastic dishonesty http://ss.utpb.edu/dean-of-students/scholastic-dishonesty/. |
| 150 points | Scholarly references less than 10 years old: <ul style="list-style-type: none"> In-text citations for 6 or more current (2007-2017) sociology journal references. <ul style="list-style-type: none"> 4 sociological journals (from approved journals listed) 2 sources of your choice (still must be scholarly) such as book or website. |
| 10 points | Title page has all required elements and formatting: <ul style="list-style-type: none"> Your Name My Name Course Name & Number (example: SOCI 3347) Term (Fall 2018) Institution: UTPB Essay topic: <i>example</i> - Module 2: Artisans and master craft workers typically have different working conditions and wages (extrinsic and intrinsic) for their efforts. Research how the arts and artists influence societies and culture. |
| 40 points | <ul style="list-style-type: none"> Formatted in the ASA style |

Time Management: You should expect to spend about 12 hours per week to obtain an "A" in class. This includes about 9 hours conducting research and studying and 3 hours per week in the course program (discussions, reading lectures, taking quizzes, exams, etc.)

Policies

- Discussion Board:** Discussion Board is primarily for discussing course related topics and issues. Best practices are:
 - Read all message postings in online discussion.
 - Respond to the question directly.
 - Reply to minimum of one other student post.
 - Use a person's name in the body of your message when you reply to their message.
 - Avoid postings that are limited to 'I agree' or 'great idea', etc.
 - Ensure responses to questions are meaningful, reflective.
 - Support statements with concepts from course readings, refer to personal experience, examples and how they relate to contributing academic knowledge on the topic.
 - Follow **Rules of Behavior**.
- Rules of Behavior:** Discussion areas are public to every student in this class (including your instructor) who will see what you write. Please pay attention to the language you use and adhere to the following guidelines:
 - Do not post anything too personal.

- b. Do not use language that is inappropriate for a classroom setting or prejudicial in regard to gender, race, or ethnicity.
- c. Do not use all caps in the message box unless you are emphasizing (it is considered shouting).
- d. Be courteous and respectful to other people on the list
- e. Do not overuse acronyms like you would use in text messaging. Some of the list participants may not be familiar with acronyms.
- f. Use line breaks and paragraphs in long responses.
- g. Write your full name at the end of the posting.
- h. Be careful with sarcasm and subtle humor; one person's joke is another person's insult.

3. **Academic Dishonesty/Plagiarism/Cheating:** The academic community regards academic dishonesty as an extremely serious matter, with serious consequences. Any effort to gain an advantage not given to all students is dishonest whether or not the effort is successful. Any suspicion of academic dishonesty will be reported and investigated. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. For complete information on UTPB student conduct and discipline procedures consult the university's handbook at: <http://ss.utpb.edu/dean-of-students/scholastic-dishonesty/>

Academic dishonesty includes, but is not limited to cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student such as, but not limited to, submission of essentially the same assignment for another course without the prior permission of the instructor, or the attempt to commit such acts.

Plagiarism includes, but is not limited to the appropriation of, buying, receiving as a gift, or obtaining by any means material that is attributable in whole or in part to another source, including words, ideas, illustrations, structure, computer code, other expression and media, and presenting that material as one's own academic work being offered for credit.

4. **Attendance and Class Participation:** Regular and active participation is an essential, unmistakably important aspect of this online course. Students will log on a minimum of three times every seven days.
5. **Make-Up/Late Submission Policy:**
All course activities must be submitted before or on set due dates and times. If you are unable to abide by the due dates, it is your responsibility to contact UTPB Testing Services & Academic Accommodations Department immediately with documentation (hospitalization note, etc.). They will contact me if the absence is excused. They are an excellent resource that can help you navigate the responsibilities of family, your coursework, jobs, financial and emotional health. Please take advantage of this excellent resource.
6. **Tracking:** The learning management systems have a tracking features. Statistics are collected that quantifies how often and when students are active in the course and provides information if the student has accessed different pages of the course.
7. **Course Incomplete/Withdrawal/Grade Appeal:**
All students are required to complete the course within the semester they are signed up. Incomplete grades for the course are rarely given, will only be granted if the student provides a valid, documented excuse for not being able to complete the course on time, and has contacted the instructor prior to the scheduled last class to request an extension. The student signs a contract that includes the incomplete course activities and the new due dates. Find information and dates regarding drops and withdrawals at <http://www.utpb.edu/services/academic->

[affairs/office-of-the-registrar/adds-drops](#) . For grade appeal process go to <http://www.utpb.edu/campus-life/dean-of-students/grievances>.

NOTE: The due dates and times for the activities will adhere to the Central Time Zone.

8. **Accommodation for Students with Disabilities:** Americans with Disabilities Act: Students with disabilities that are admitted to The University of Texas of the Permian Basin may request reasonable accommodations and classroom modifications as addressed under Section 504/ADA regulations. The definition of a disability for purposes of ADA is that she or he (1) has a physical or mental impairment that substantively limits a major life activity, (2) has a record of such an impairment or, (3) is regarded as having such an impairment. Students who have provided all documentation and are eligible for services will be advised of their rights regarding academic accommodations and responsibilities. The University is not obligated to pay for diagnosis or evaluations nor is it obligated to pay for personal services or auxiliary aids. Students needing assistance because of a disability must contact Testing Services & Academic Accommodations Department, 432-552-2630, Leticia Madrid, madrid_l@utpb.edu, no later than 30 days prior to the start of the semester.

Computer Skills, Technical & Software Requirements

Students can use cloud version of Word, PowerPoint and other Microsoft products through use of their UTPB Outlook 365 and UTPB email address. For information refer to Student Services:

<http://www.utpb.edu/services/ird/information-on-computer-accounts-e-mail/office-365>

To obtain software licensing and media for selected Microsoft titles at very low cost through a software agreement: <http://www.utpb.edu/services/ird/information-for-students/software-distribution/microsoft-select>.

Computer Technical Requirements: Information at <http://www.utpb.edu/online/reach/technical-requirements>

Online Student Authentication

UTPB requires that each student who registers for a distance course is the same student who participates in, completes, and receives credit for the course. UTPB's Distance Education Policy requires faculty members to employ at least two methods of verification to ensure student identities. To access online courses students must login to the UTPB learning management system using their unique personal identifying username and secure password. UTPB's Distance Education Policy requires at least one additional student identification method within the course that has been determined and approved by the faculty or academic program. This course satisfies student authentication by providing 2 forms of photo ID*. Student must provide through the assignment drop box:

- A clear image of yourself: in color, well lit, and no shadows on your face or your ID that can obscure your image, must be taken on the day you submit the photo to reflect your current appearance, taken in full-face view directly facing the camera with a neutral facial expression and both eyes open.
- AND, a picture of your ID with only your name and picture showing (Picture ID card in which the ID number has been covered (tape over any numbers).
- Attach both image files in either JPEG or PNG format to the assignment BEFORE you submit it. You can satisfy the "both" images requirement by taking a photo of yourself holding your photo ID.

I just need to see you, then the image of you on the card with your name. You will not be able to see the units or the essays if you do not submit this.

**Approved photo identifications are: passports, government issued identification, driver's licenses, military ID from DoD; dual credit and early college high school students use school district identifications.*

Preparation for Emergencies

Computer Crash: Not having a working computer or a crashed computer during the semester will NOT be considered as an acceptable reason for not completing course activities at a scheduled time. NOTE: Identify a second computer before the semester begins, that you can use when/if your personal computer crashes.

Complete Loss of Contact: If you lose contact with course connectivity completely (i.e. you cannot contact me via Canvas or email), you need to call instructor, and leave message regarding connectivity loss and contact information.

Lost/Corrupt/Missing Files: You must keep/save a copy of every project/assignment on an external drive, UTPB Outlook 365 OneDrive, or personal computer. In the event of any kind of failure (e.g. virus infection, student's own computer crashes, loss of files in cyberspace, etc.) or any contradictions/problems, you may be required to resubmit the files.

End-of-Course Evaluation & Instructor Evaluation

Every student is encouraged to complete an end-of-course evaluation/survey provided by UTPB. During the last few weeks of class, you will receive an announcement through email notifying you that the Course/Instructor Survey is available. You may follow the link in the email to complete the survey using the same credentials to access your courses here. When entering the emailed Survey link you will see a list of surveys for you to complete. Another way to find End-of-Course Evaluations is through you my.utpb.edu account > My Surveys & Evaluations are on the first page after you login.

The survey is anonymous and your responses are confidential. Your feedback is critical to us and to your instructor as we strive to improve our offerings, and our support of you, the students.

Student Support Services

| SERVICE | CONTACT |
|---------------------------------|--|
| ADA Accommodation/Support | Testing Services & Academic Accommodations Department (432) 552-2630 http://www.utpb.edu/academics/undergraduate-success/TSAAD |
| Advising | UTPB E-Advisor at http://cas.utpb.edu/academic-advising-center/e-advisor/ |
| Bookstore | (432) 552-0220 http://www.bkstr.com/texas-permianbasinstore/home |
| Email, Outlook 365, my.utpb.edu | Information Resources Service http://www.utpb.edu/services/ird |

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| Financial Aid and Scholarship | (432) 552-2620 http://www.utpb.edu/campus-life/financial-aid |
| Library | (432) 552-2370 The J. Conrad Dunagan Library Online at http://library.utpb.edu/ |
| Registrar | (432) 552-2635 http://www.utpb.edu/services/academic-affairs/office-of-the-registrar |
| Student Services | http://www.utpb.edu/campus-life/dean-of-students |
| Technical Support | Canvas 1-866-437-0867 https://guides.instructure.com/ |
| Tutoring & Learning Resources | If you are taking courses through UTPB the following links provide services: Smarthinking Online Tutoring (provides tutoring services), SmarterMeasure (measures learner readiness for online course). http://www.utpb.edu/online/reach/smarthinking-online-tutoring |

Sample Syllabus

Tentative Class Schedule

| 3347.783 - Sociology of Work (Fall 1 2019) | | | |
|---|--------------|---|--|
| Week | Date | Assignments/Activities/Topics | Due Date |
| *Discussion boxes close on Thursday at 11:59 PM. | | | |
| Week #1 | Aug 26-Sep 1 | Student Identification Authentication Assignment Syllabus Quiz Chat Room Introduction | Saturday, 11:59 PM for all assignments. No grades recorded |
| Week #2 | Sep 2-8 | <i>Module 1</i> Discussion #1: What Kinds of Jobs? Exam #1 | DB: Due on Thursday @11:59 p.m. Exam: Due on Saturday @11:59 p.m. |
| Week #3 | Sep 9-15 | <i>Module 2</i> Discussion #2: Big House or Little House Exam #2 | DB: Due on Thursday @11:59 p.m. Exam: Due on Saturday @11:59 p.m. |
| Week #4 | Sep 16-22 | <i>Module 3</i> Discussion #3: Tattoos and Work Culture Exam #3 | DB: Due on Thursday @11:59 p.m. Exam: Due on Saturday @11:59 p.m. |
| Week #5 | Sep 23-29 | <i>Module 4</i> Discussion #4: Work and Leisure Exam #4 | DB: Due on Thursday @11:59 p.m. Exam: Due on Saturday @11:59 p.m. |
| Week #6 | Sep 30-Oct 6 | <i>Module 5</i> Essay Due on Sunday at 11:59 p.m. Discussion #5: American or Foreign Made Exam #5 | DB: Due on Thursday @11:59 p.m. Exam: Due on Saturday @11:59 p.m. |
| Week #7 | Oct 7-12 | <i>Module 6</i> Discussion #6: Social and Environmental Responsibility Exam #6 | DB: Due on Thursday @11:59 p.m. Exam: Due on Saturday @11:59 p.m. |
| Week #8 | Oct 13-16 | Optional Final Exam (optional – bonus/make-up assignment) | Optional Final Exam due on Wednesday @11:59 p.m. |

Disclaimer & Rights

Information contained in this syllabus was to the best knowledge of the instructor considered correct and complete when distributed for use in the beginning of the semester. However, the instructor reserves the right, acting within the policies and procedures of UTPB to make changes in the course content or instructional techniques without notice or obligation. The students will be informed about the changes, if any.

Copyright Statement

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Sample Syllabus