**UNIVERSITY OF CENTRAL OKLAHOMA**
Department of Sociology and Substance Abuse Studies

Spring 2013
SOC 3203, CRN 28052 – Minorities in American Society
10:00 a.m.-10:50 a.m.  MWF  LAR 138

Syllabus

**INSTRUCTOR:** Dr. Brenda Chappell  
**OFFICE:** LA 209  
**PHONE:** (405) 974-5546  
**FAX:** (405) 974-3871  
**E-MAIL:** Bchappell@uco.edu  
**ROOM:** LA 138  

*When you e-mail me put ‘Minority 10’ in the subject box.*

**OFFICE HOURS**

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Monday</td>
<td>8:30 – 9:30</td>
<td>1:50 – 2:15 15 min following evening class</td>
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<tr>
<td>Tuesday</td>
<td>No Office Hour</td>
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<tr>
<td>Wednesday</td>
<td>8:30 – 9:30</td>
<td>1:50 – 2:15 15 min following evening class</td>
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<tr>
<td>Thursday</td>
<td>No Office Hours</td>
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<tr>
<td>Friday</td>
<td>8:30 – 9:30</td>
<td>1:50-2:15</td>
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Please respect office hours. If you need to see me outside of posted office hours contact me via e-mail, phone or after class and we can set up an appointment. If you leave a message for me I will try to return your call within 24 hours, excluding weekends. *When you e-mail me put “Minority 10” in the subject box.*


**Transformational Learning Outcomes:**
The University of Central Oklahoma is a learning-centered organization committed to transformative education through active engagement in the teaching-learning interchange, scholarly and creative pursuits, leadership, global competency, healthy lifestyles, and service to others. This course addresses 5 of the university’s transformative learning goals. Students will build discipline knowledge through their interactions with the readings, videos, classroom exercises, instructor, and one another; engage in scholarly and creative pursuits through in-class exercises, written papers, and exams; have the opportunity to build leadership skills through engaging in course projects either inside or outside of class; further global competency through learning about the ways that language and culture are built into the structure of society; and learn to further healthy lifestyles and healthy communities by discussing topics relevant to the causes of inequality in our society (e.g., the source of prejudice and discrimination).
ABOUT THE INSTRUCTOR:

COURSE DESCRIPTION:
According to the University of Central Oklahoma 2012/2013 catalog, this course is described as follows:

*Understand the concept of minority group and minority group behavior: understand the extent of the sociocultural reasons for prejudice and discrimination; examine contemporary dominant-minority group relations in the United States. Prerequisite(s): Junior or senior standing.*

ABOUT THE COURSE:
As a survey course, we will cover the issues minorities face in our culture as well as learn about different groups that are in the United States. I expect you to have a positive learning experience from this class as we navigate through the course together. You should also expect an enjoyable semester and are encouraged to capitalize on the opportunity to learn more about your world.

I have no respect for students who are in my class just for a grade and have no desire to expand their knowledge in the classroom as well as outside of it. Part of having a positive leaning experience is on your shoulders.

COURSE OBJECTIVES:
When you have successfully completed the course you will:
1. have the facts, ideas, principles and an understanding of race and ethnicity.
2. be able to satisfactorily describe institutional and individual prejudice and discrimination.
3. be able to describe the major racial and ethnic minority groups in the United States.
4. be skilled in dissecting ethnic and religious sources of conflict.
5. be able to articulate other patterns of dominance in our society.
6. add to your vocabulary academic terms relevant to the study of minorities in American society.
7. experience intellectual and aesthetic enjoyment when studying minorities, in that, you will continue such study (perhaps not formally) throughout your life.

COURSE ORGNAIZATION:
The course objectives will be achieved through the following methods.

**Reading:** Part of being prepared for class is having the chapters read before we discuss each topic. It is very important to be well read before coming to class.

**Lectures:** Lecture material will parallel (not parrot) your reading in the text. It is imperative that you attend class for information which transcends the text.
Class: A very important element in learning the material and application to current Participation: issues. Your interaction vis-à-vis class discussion will enhance the entire learning process.

Instructor's Expectations of Students
1. Attend class regularly.
2. Read assignments before coming to class.
3. Participate in discussions.

EXAMS: Exams will consist of 50 objective questions with each question worth 2 points each for a total of 100 points. You will need a green scantron and a #2 pencil. I will NOT accept a scantron filled out in pen or one that is crumpled. You will be tested on material discussed in class, from your book and from guest speakers. If you are caught cheating you will receive an automatic “F” for the course and possible expulsion from the university. This includes the “giving” or “taking” of improper assistance in examinations and assignments. Before the exam is passed out, students should have their study materials put away and no talking is allowed. The UCO Student Code of Conduct has further details. There will be a total of 4 exams and a final exam during the semester. The final exam will have between 50 and 100 questions. FINAL EXAM – Friday, May 10 at 9:00 a.m. The final exam may be fill-in-the-blank and short essay. No final exams are given early.

COURSE OUTLINE:
January 14 - February 8 Chapters 1 & 2
February 13 – March 6 Chapter 3
March 11 – April 12 Chapters 4 & 5
April 17 – May 3 Chapters 6 & 7

EXAM DATES:
(Note: the following exam dates are tentative and subject to modification by the instructor.)
February 11 – chapters 1, 2
March 8 - chapters 3,
April 15 - chapters 4, 5
Final Exam – Friday May 10 at 9:00 a.m. – chapters 6 & 7

MAKEUP EXAMS: I understand things happen in our lives that will cause you to miss an exam. I do not want to penalize you for these events so I have incorporated a makeup day for any or all exams you may have missed. You will only have 50 minutes to make up all the exams you have missed. All make-up exams will be Friday, May 3. There are no exceptions even if it is a school related event or a personal tragedy. If you have taken all the exams then you do not need to attend class that day. Please understand that it can be difficult to makeup an exam over material that was covered earlier in the semester. If you miss the final exam you will not be able to make it up until the Fall semester of 2013. To make up the final exam you must approve it through me first. The final makeup exam will be fill in the blank and short answer. When you come for a makeup exam it is the student’s (not professor’s) responsibility to know which test was missed and is needed to take on that day. If you need to know which exam you have missed
then check with me before the exam time during office hours. If you take the wrong test you will have a grade of “0” for the missing test. Makeup exams may be fill-in-the-blank and short essay.

ASSIGNMENTS:

1. You will also be required to do a 10-12 minute in class presentation on the topic of your choice – as long as it is relevant to the course. A list of possible presentation topics are attached to the syllabus – your topic MUST be cleared by me at least 1 week before you present. Before your presentation you will need to turn in an outline of your presentation – put your name on the outline. This can be a written copy of your presentation or a copy of your power point presentation as well as sources for the information you used for it. I will need this outline to follow while you are giving your presentation. You will need to have at least 4 outside sources. You may use power point, videos or handouts. If you are not able to do your presentation at your scheduled time you will receive a ‘0’ for this grade. You may trade dates with another person but you need to notify me of this change. Also, I may need to reschedule your presentation date if an exam date is changed. This may cause your presentation day to be moved up or down one class period. If there is a guest speaker on the day of your presentation your presentation will be moved to the following or previous class period. This assignment is worth 50 points. You may have a printed copy of what you are presenting but do not read it to the class. References must be included in the outline and must be turned in at the time of the presentation. If the references are not included then 10 points will be deducted from the total grade. Keep all assignments until semester grades are turned in.

   Guideline for grading presentation:

   Stayed within time limits – 10 points
   Subject knowledge – 5 points
   Organization – 5 points
   Mechanics - 5
   Eye contact - 5
   Body language - 5
   Poise - 5
   Outline – 10 points
   References – 10_points__________
   Total 60 points

   Ten points will be deducted for not clearing your topic before presenting.

2. There will be up to 4 reaction papers to documentaries that will be shown in class. They are worth 25 points. These papers are due the following class period and at the beginning of class – at 11:10 it is considered late and will not be accepted. If you are not in class you may e-mail the paper before the time it is due but must bring a hard copy the following class period. The number of reaction papers will determine the total points. I will adjust the total number of points at the end of the semester. The reaction papers should be a minimum of 20 full lines. I do not count short lines. Grammar,
punctuation, and expression of thought will be graded. You must use paragraphs when necessary. Use standard computer margins, Arial, 12” font, and double space. The heading should be in the top right-hand corner and look like this:

Name
Minority 10
Dr. Chappell
Reaction paper#

**GRADING SCALE:**
The points in this course total 460.
90-100 = A  460-414=A
80-89 =   B  413-368=B
70-79 =   C  367-322=C
60-69 =   D  321-276=D
Below 60% = F  Below 276=F

**ATTENDANCE:** It is assumed that students will attend class daily. You will not be penalized for having 6 absences (2 weeks) but, I will deduct 1% point from your total grade for each absence after your third absence. I understand things happen to make you late for class. I encourage you to come in even if you are late but coming in more than 10 minutes late or leaving 10 minutes early it will be counted as an absence. If coming into class late becomes a habit (more than twice), you may not be allowed into the classroom. Three tardies are equivalent to one absence. **If you come in after I have taken attendance it is your responsibility to let me know you were late. If you do not let me know you were late it will be considered an absence.** Attendance for this class is very important!! I start counting attendance the day classes begin – even if you don’t enroll until after class has begun. There are no excused absences and you do not need to call me and let me know you are going to be absent.

**Classroom Civility:**

1. Please be on time to class and refrain from packing up or leaving early. Both behaviors are distracting to me and to the rest of the class. If you must arrive late, please come in as quietly as possible and sit near the door. In addition, if you must leave early please inform me in advance and sit next to the door in order to minimize the distraction.

2. Make sure that you turn off all cell phones when you enter the classroom and put away. Do **NOT** have your cell phone on your desk. Having a cell phone on your desk will make you ineligible for extra credit. **Any student who is text messaging in class may be asked to leave, not be eligible for extra credit point, have 20 points deducted from their total accumulated points and turned into the student misconduct office.** It is the Liberal Arts College police as well as universities policy to have cell phones turned off.

3. Other matters of respect- please don’t do things during class that you wouldn’t want others to do in your classroom. This includes reading the newspaper, doing homework for other classes, having side conversations, etc.
CLASS RULES:

1. Classroom Discussion—during this course. I anticipate that we will discuss some topics that many of us feel strongly about (which is a good thing!). While open discussion is an important part of the classroom experience, it is required that you treat your fellow classmates with respect. You must make your points in a way that is sensitive to others’ gender, race, ethnicity, religion, political beliefs, sexual orientation, etc. Disagreement is encouraged but you should make your arguments based on empirical evidence and avoid making personal attacks against any one person or group of people. **Disrespectful or threatening behavior towards others in the class will not be tolerated.**

2. Keep your desk or table area clear of purses, backpacks and cell phones.

3. Talking or sleeping during lectures, discussion, films and while we have a guest will not be tolerated.

4. Excessive exits/entrances, note-passing, and pestering fellow students will not be tolerated.

5. Students who sleep, disturb lectures or other students may be asked to leave class will have 10 points deducted from their total grade point average. If you are asked to leave for the second time or I have had to talk to you about your behavior I will report you to the misconduct office and you may not be allowed to return to class. If you do not drop the course you will be evaluated on the points you have accumulated to that time.

6. Do **NOT** do homework, or read material during class.

7. No technological devices are allowed including laptops, blackberries, or cell phones.

8. If you are caught text messaging you will be asked to leave and **NOT** allowed to return until the next day and will be counted absent. This includes other technological devices.

9. Make sure cell phones and pagers are turned off and do **NOT** answer a call if you should get one during class.

10. Put cell phones in your pocket or bag – **DO NOT** leave them on your desk. If you answer your cell phone you will be asked to leave and not allowed to return until the next class period. In addition you will receive an absence for that day and a deduction of 20 points.

11. No sunglasses or earpieces are to be worn during class.

12. **Never ask me if we are doing anything in class.**

13. Do **NOT** e-mail me and ask me what you are making, what your grades are or how well you need to do on the next exam. If you need this information come by my office after class.

14. Your first and last name must be on all exams and assignments. If your first and last name is not on your assignment a grade of “0” will be given and if first and last name is not on an exam, 10 points will be deducted.

**Important dates:**

January 21 – Martin Luther King Day
February 27 – Symposium – LA classes are pre-empted
March 18 – 22 – Spring Break
May 10 (Friday) 9:00 a.m. – Final exam – No finals are given early.

Final grades are due **Tuesday, May 14, by 12:00 p.m.** If you have a discrepancy with your grade you will need to contact me by Monday, May 13 at 8:00 p.m.
SPECIAL ACCOMMODATIONS:
The University of Central Oklahoma complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Students with disabilities who need special accommodations should make their requests by contacting the coordinator of Disability support Services at 974-2549. The office is located in the nigh University Center, Room 309. Students should also notify the instructor of special accommodations needs by the end of the first week of class.

UCO Policies
http://www.busn.ucok.edu/academicaffairs/StudentInfoSheet.pdf
  a. Academic Integrity Statement
  b. Uconnect Statement
  c. ADA Statement
  d. Incomplete Grade
  e. Withdrawing From All Classes
  f. Emergency Individual Class Drop or Complete Withdrawal
  g. Important Dates
  h. Semester Holidays
  i. Library Hours
  j. Weather Related Information
  k. Emergencies During Finals Statement
  l. Final Exam Daily Limits
  m. How to Contact a Faculty Member
  n. Class Attendance
  o. Oklahoma State Board of Regents expectations
  p. Helpful Numbers
  q. Course Evaluations

I want you to be successful in your academic endeavors in my class. I encourage you to talk to me before a significant problem arises. I understand that is not always possible, so please feel free to visit me anytime. I have left my office phone number and an e-mail address to help you contact me if the need arises. If for any reason you do not attend my class or the University of Central Oklahoma, please withdraw officially at the University Center building. If you fail to withdraw officially an “F” or “WF” grade may be placed on your transcript and this will count against your grade point average.
Possible Presentation Topics