



## **Self-Paced Degree Program**

### **SOC 240-WC – Diversity in the United States**

### **Web-Based Course Syllabus**

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#### **INSTRUCTOR INFORMATION**

**Instructor Name:** Professor Stephanie Southworth

**UIU faculty Email:** southworths22@uiu.edu

**Cell Phone Number:** 704.576.7759

**Availability:** **The best way to get ahold of me is through email. I** Check my email regularly, and will usually answer within 2 hours if your email is sent before 8:00 pm.

If you need administrative assistance, please contact Upper Iowa University:

Self-Paced Degree Program  
Upper Iowa University  
PO Box 1857  
Fayette, IA 52142  
Toll free: 800.553.4150  
Fax: 563-425-5287  
E-mail: [selfpaced@uiu.edu](mailto:selfpaced@uiu.edu)

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## COURSE DESCRIPTION

### Course Meeting Place:

Web based / Self-paced

### Credits: 3

**Catalog Course Description:** This course provides sociological perspectives for recognizing the diversity within our society and for analyzing the development and current position of complex subcultures within the structure of modern America. Meets firstly the cultures requirement or secondly the social science requirement, but not both.

**Prerequisites:** None

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## PROGRAM/MAJOR OUTCOMES

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### COURSE OBJECTIVES

1. Identify the bases for the concepts of race, prejudice, and discrimination.
2. Assess the arguments about the relative superiority of one human population over another
3. Develop strategies to deal with problems arising due to cultural diversity in the workplace and the community.
4. Observe the culture, traditions, customs, beliefs, values, and lifestyles of a variety of human populations.
5. Develop an appreciation and increased tolerance for individuals and groups with different backgrounds and/or attitudes.

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## HOW CREDIT HOURS ARE MET BY THE COURSE

As a requirement of HLC Accreditation, all UIU courses, regardless of meeting schedule or instructional mode, follow the Federal Credit Hour Definition. ***As such, each credit hour earned at UIU is equivalent to a minimum of 45 hours of student engagement.***

For more information on how specific instructional modes meet this requirement, please see *UIU's Policy Guidelines for Instructional Time Expectations*: [UIU Policies](#)

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### COURSE MATERIALS

It is the student's responsibility to make sure she/he has access to all required course materials by the start of the session.

### Ordering Textbooks

Purchase your textbook through the online university bookstore, [MBS Direct](#), by phone at (800) 325-3252.

## Required Textbook

Healey, Joseph F. (2019). *Race, Ethnicity, Gender, and Class: The Sociology of Group Conflict and Change*. (8<sup>th</sup> Edition) Sage Publications, Inc.

ISBN: 978-1-5063-4694-4

## Additional Resource

This is a recommended textbook but not required. Follow APA style when you write your answers to all short answers, quiz and final exam assignments. The below textbook will help you with all your college courses that require APA style writing should you elect to purchase it.

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: American Psychological Association. ISBN: 978-1-4338-0561-5

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## LIBRARY RESOURCES

See the *Library Resources* section in the online classroom course home widget.

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## TECHNOLOGY REQUIREMENTS

*Computer and Internet:* You are responsible for ensuring that you have a reliable up-to-date computer, updated virus protection, and Internet connection to access the course materials and complete course activities. You need to make alternate arrangements in case of unexpected computer and Internet problems.

*Backup:* Remember to regularly back up course files to avoid data loss in the event of hardware failure or user error.

## TECHNICAL SUPPORT

Contact the UIU IT helpdesk for assistance with your UIU email and myUIU access. You may call 563-425-5876, email [helpdesk@uiu.edu](mailto:helpdesk@uiu.edu) or visit <http://www.uiu.edu/helpcenter>.

You may contact uiuLearn (D2L) Technical Support for technical questions regarding your web-based course. You may call 1-877-325-7778 or email [helpdesk@d2l.com](mailto:helpdesk@d2l.com).

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## COURSE REQUIREMENTS AND GRADING CRITERIA

### 8 (8 UNITS) Short Answer Essays

There are 8 sets of textbook short answer questions that cover the assigned textbook chapters. Each section is separate and due upon completion.

Responses should be at least one paragraph. (a minimum of 6 – 10 complete sentences for a total 60 to 120 words for each essay answer)

8 Short Answers each at 40 Points

## 6 (6 UNITS) Opinion Answers Lecture Quotes

6 Opinion Answers each at 10 Points

### Task Assignment

5 to 7-page essay with proper citations from the class textbook. The student will pick a culture alien to their own then compare the two. The student will call up the professor for an outline and some tips on how to do this assignment. This is an opportunity for the student to work with the professor on a fun essay. 200 Points

### Final Exam Assessment

The final exam covers the assigned weekly reading chapters. This entails answering 40 True or False questions. 80 Points

### Turnitin

Turnitin is a tool for both teachers and students to ensure academic integrity by checking the originality of submitted papers to avoid issues of plagiarism and academic dishonesty. Students should be aware that Turnitin scans submitted work and compares it to ALL other sources on file.

This is now integrated and is associated in your course on your online course. This is an option I will use if I suspect plagiarism.

### Grading Criteria

The course letter grade will be based on the following grading criteria:

*Table 1: Course Activities and Points*

Activity	Points
8 Short Answers quiz (8 * 40 Points)	320
1 Task Critical Thinking Essay (5-7 pages typed double spaced) APA style citations when appropriate (Studying a culture alien to one's own)	200
6 Short Answer Quiz (6 * 10)	60
Final exam	80
Total	660

## Grading Scale

This course will use the following scale: Add the averages of the three activities then divide by three for the final grade average. Use the scale below to determine final letter grade for the class.

*Table 2 Grading Scale*

Letter Grade	Percent	
A	93-100%	
A- (minus)	90-92%	
B+	87-89%	
B	83-86%	
B- (minus)	80-82%	
C+	77-79%	
C	73-76%	
C- (minus)	70-72%	
D+	67-69%	
D	63-66%	
D- (minus)	60-62%	
F	0-59%	

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## GRADES AND FEEDBACK

For all general course related queries, please call me during all my cell phone hours or email me.

I will post grades in the Gradebook.

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## COURSE EXPECTATIONS

### Email

Students and faculty are required to use their official UIU issued email account.

### Computer and Internet

Students and faculty should have access to a reliable up-to-date computer, updated virus protection, and an Internet connection to access course materials and complete course activities.

## Professional Writing and Speaking Guidelines

Communications in class and online should follow the Student Conduct and Discipline, Respect for the University Environment, and Code of Student Responsibility in the [Student Handbook](#) (pg 20 and 21). Respect the opinions of others using appropriate language and communications.

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## UPPER IOWA UNIVERSITY POLICIES

### Academic Accommodations

It is the policy of Upper Iowa University to ensure equal access to educational and co-curricular activities to students with disabilities as mandated by the Americans with Disabilities Act Amendments Act (ADAAA) and Section 504 of the Rehabilitation Act of 1973. A student seeking accommodations should contact the Director of Disability Services (DDS) as early in the session as possible. In order to receive accommodations, students must disclose their disability to the DDS by completing a *Voluntary Disclosure Form*, as well as providing appropriate documentation. The *Voluntary Disclosure Form* is available in the DDS office or online at [Disability Services](#). Students will be given a *Request for Accommodations Contract* during their initial appointment with the DDS. **This appointment will be in person for Fayette campus students and over the phone for center, online, and self-paced students.** It is the student's responsibility to provide the instructors with a copy of the *Request for Accommodations Contract* (for Center or online students, these contracts are emailed out to instructors by the DDS for the student). Additionally, students should work cooperatively with their instructors throughout the session to make sure that appropriate accommodations are being made. You can contact the DDS at (563) 425-5949, [disabilityservices@uiu.edu](mailto:disabilityservices@uiu.edu), or stop by the office in the Student Center, Office of Student Life, Room 229.

### Academic Misconduct Policy

Cheating, academic dishonesty, and plagiarism constitute a violation of the offender's own integrity, as well as the integrity of the entire University; they will not be tolerated. Violators will receive sanctions based on the level of academic misconduct.

**Cheating** includes, but is not limited to:

- The use of unauthorized books, notes or other sources in the giving or securing of help in an examination or other course assignments.
- The copying of other students' work or allowing others to copy your work. The submission of work that is not your own or allowing others to submit your work as theirs.
- The submission of the same work for two or more classes without the approval of instructors involved.

**Academic dishonesty** includes, but is not limited to:

- Sharing academic materials knowing they will be used inappropriately.
- Accessing another person's work without permission.
- Providing false or incomplete information on an academic document.
- Changing student records without approval.

- Obtaining and using texts or other materials intended for instructor use only.

**Plagiarism** includes, but is not limited to:

- The presentation of another's published or unpublished work as one's own.
- Taking words or ideas of another and either copying them or paraphrasing them without proper citation of the source.
- Using charts, graphs, statistics or tables without proper citation.

**Levels of Academic Misconduct and Sanctions:** The faculty member teaching the course has the primary responsibility for resolving allegations of academic dishonesty, though egregious violations will be resolved by the School administration, the Student Conduct Board, or some combination thereof. Options for resolving an alleged case of academic dishonesty range from dismissing the allegation with no negative sanction to being suspended from the university ([Academic Misconduct Policy: Table 1](#)). A negative sanction is defined as an action taken by the faculty member that affects the student's grade for the assignment or his or her cumulative grade for the course. Alleged acts of academic dishonesty that are resolved without a negative sanction being imposed do not have to be reported to the University. Anytime a negative sanction is imposed the procedures outlined in [Academic Misconduct Policy: Table 1](#) should be followed. The incident will be maintained in a searchable database maintained by the Office Academic Affairs.

## **Withdrawal (W)**

If a student decides to withdraw from a course before the end of an enrollment period, the student's charges, financial aid, tuition assistance, and/or veteran benefits could be affected. All students should consult with the Business Office and Financial Aid Office to understand the financial impact of withdrawing prior to initiating the withdrawal process.

Tuition adjustments are independent from academic and financial aid deadlines. Upon receiving a request for withdrawal, using the number of lessons submitted as compared to the total due, a refund of tuition is made according to the following guideline.

On or before the first day of the enrollment period\* 100%

After the first lesson through 10% of the enrollment period 90%

After the first 10% through the first 25% of the enrollment

period 50% After the first 25% of the enrollment period 0%

\*Enrollment is measured by the number of assignments to be submitted during a six-month period of time, as determined by the University, during which semester credits are earned toward graduation. The refund/repayments shall be calculated using the percentages noted above as determined using the number of assignments completed and the number of assignments yet to be submitted.

For example, if a student submitted 2 of 17 assignments, they completed 11.76% of the class assignments. The student would be refunded 50% of the tuition cost.

For students from Wisconsin, Maryland, Georgia, Oregon, or Arizona, state laws apply. For students enrolled through the cpacredits.com program, no refund is allowed after the first two weeks.

Students who withdraw from a course prior to submitting the first assignment, or who are administratively withdrawn for non-submission of assignments, will be charged an administrative fee of \$99.

Course withdrawal may impact financial aid eligibility. A financial aid counselor is available to discuss this decision.

Upper Iowa University is required to use a pro rata schedule to determine the amount of Title IV aid the student has earned at the time of withdrawal. If financial aid funds have been released to the student because of a credit balance on the student's account at Upper Iowa University, the student may be required to repay some or all of the amount released to the student. This policy is subject to federal regulations. Contact the Financial Aid Office for details.

Withdrawing from a course in progress may result in significant student account charges. Consult with the Business Office before withdrawing. For more information on financial aid implications, go to [uiu.edu/financialaid](http://uiu.edu/financialaid).

## Administrative Withdrawal (AW)

A grade of AW (administrative withdrawal) is recorded for any course from which a student is administratively withdrawn. **At least one complete assignment/unit must be received and verified by the instructor within the first 60 days of the enrollment period or the student will be administratively withdrawn from the course.** Students who are administratively withdrawn for non-submission of assignments, will be charged an administrative fee of \$99. Students through the [cpacredits.com](http://cpacredits.com) partnership follow the withdrawal policy listed above.

Non-Attendance (NA): Never attended grades are not applicable to the Self-Paced Degree Program.

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## EXTENSION

Students who are enrolled in self-paced courses will be allowed to request one four-month extension and receive an 'X' (extension grade) at the end of their original six-month enrollment period if:

- A minimum of one assignment has been received for grading per guidelines **AND**
- All course units and exams are not completed and submitted **OR**
- A course withdrawal has not been initiated

Extension grade details:

- When the extension is granted and an "X" grade is issued, the student will receive a four-month enrollment period to complete the course.
- Students do not have the option to withdraw from a course after the initial six-month enrollment period.
- An 'X' grade posted to the student's official record will be replaced with a final letter grade; however, the extension will remain on the official transcript as a notation.
- If the course is not completed by the end of the extension period, the instructor will assign a final grade (A-F) based on work completed in relation to the total course requirements.
- After that point, only re-enrolling and repeating the course in its entirety may earn credit.

Note: Students are not reported as enrolled during the extension period and are not eligible for student loan deferment. No more than one extension will be granted.



The fee for a self-paced extension is \$99 per course. To request an extension, the "Self-Paced Course Extension Request" form must be completed and returned to the Self-Paced department. The form can be found at <https://my.uiu.edu> (Academics Tab under Student Forms). The request for an extension and payment must be submitted no earlier than one month before the end of the course and no later than a week before the end of the course. **If you do not request and pay for an extension, a final grade will be issued for the course based on coursework received by the original course end date.**

If you do not wish to use the extension option and will not be able to finish your Self-Paced class by the original six-month end date, you can submit a course withdrawal form before the course end date if you wish to withdraw from the course. The number of lessons submitted as compared to the total due determines the amount of the course refund.

## **Copyright Statement**

In recognition of the Copyright Law of the United States (Title 17, United States Code), Upper Iowa University reminds both faculty members and learners that a willful infringement of the law may result in disciplinary action. The University library has available materials discussing the "fair use" concept, along with criteria and guidelines for reproduction and use of copyrighted materials.

This syllabus is tentative and subject to change.

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