Please refer to this syllabus in conjunction with Dr. Downey’s course syllabus.

**If you miss the FIRST TWO recitation section classes, you will be dropped from the course.**

**NO EXCEPTIONS**

Recitation Sections: 101 Wednesday 9:00am - 9:50am
VAC 1B88

102 Wednesday 8:00am - 8:50am
CLRE 104

103 Thursday 8:00am - 8:50am
HLMS 247

Overview:

This recitation is designed to both facilitate learning the material presented in lecture and to provide students with a forum to discuss sociological ideas and perspectives. Recitation is discussion oriented. Thus, student participation is the driving force behind a good class experience. Students are expected to attend class prepared to present their own ideas, respectfully listen to the ideas of others, and engage in discourse.

Assignments and Grading

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Exam Date/Due Date</th>
<th>Total Possible Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>Throughout the Semester</td>
<td>50 points</td>
</tr>
<tr>
<td>Recitation Quizzes</td>
<td>Throughout the Semester</td>
<td>120 points (10 per quiz)</td>
</tr>
<tr>
<td>Short Paper</td>
<td>Thursday, Feb. 19th</td>
<td>100 points</td>
</tr>
<tr>
<td>1 page assignments,</td>
<td>In recitation, week 8 and 14</td>
<td>30 points (15 each)</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>Thursday, Mar. 12th</td>
<td>100 points</td>
</tr>
<tr>
<td>Final Exam,</td>
<td>Sunday, May 3rd</td>
<td>100 points</td>
</tr>
</tbody>
</table>

Assignments Explained:

Section Attendance:
- Students may only attend the recitation section in which they are enrolled.
- Attendance will be recorded through quizzes and grade sheet.
- If you are unable to regularly partake in your recitation section due to an excusable absence (religious conflict, court date, university-sponsored activity), you must notify me within the first three weeks of class.
Lecture Attendance:
Attendance will be taken in the main lecture every day. You will lose 5 attendance points each time you miss lecture, are late for lecture, or leave lecture early.

Quizzes:
There will be 12 in-class CLOSED BOOK quizzes throughout the semester (12 quizzes, worth 10 points each = 120 points). These quizzes will focus on previous lectures and assigned reading materials. Quiz dates will not be announced in advance and missed quizzes cannot be made up or taken early or late. Please note that if you leave class early after taking the quiz, it will not be graded and you will receive no points for it.

Short Paper:
Students will work in groups of three or four to complete a paper by Thursday, February the 19th. We will discuss the details of the paper and do preliminary work on the paper in recitation. If you miss the recitation(s) in which the paper is discussed, you are responsible for connecting with your fellow group-mates for information and are expected to contribute equally.

Midterm Exam:
The midterm exam must be taken when it is scheduled (Thursday, March 12th). The midterm exam cannot be taken early or late. There is no make-up exam for the midterm. The midterm will consist of multiple choice, short answer, and essay questions. The material on the exam will be drawn from lectures, recitations, and the required readings (quiz questions may also appear on the midterm).

Final Exam:
The final exam is REQUIRED and must be taken on the day and time, and in the place that it is scheduled (Sunday, May 3rd in HLMS 199). The final exam cannot be taken early or late. There is no make-up exam for the final. The final exam will be a multiple choice, short answer, and essay exam (quiz questions may appear on the final exam). ***Students who do not take the final exam will fail the course. NO EXCEPTIONS.***

Calculating Your Final Grade:
450-500 points = A- – A
400-450 points = B- – B+
350-400 points = C- – C+
300-350 points = D- – D+
0-300 points = F

Important:
No grades will be released via email. Any questions regarding grades or grading will be answered during office hours. If you cannot make office hours, it is your responsibility to email me to schedule an appointment. While grades are not negotiable, it is important to retain your graded assignments to ensure proper recording.

To receive an exception for a late assignment, quiz, exam, or missed class you must provide me or Professor Downey with university approved documentation of a death in your family, medical emergency, court date, religious conflict, or of your participation in a university-supported activity within two weeks of the missed class, exam, quiz, or assignment.
Course Readings:
The readings for this semester include one on-line or looseleaf textbook and a set of readings accessible through D2L.

D2L:
You can find the on-line readings, an electronic copy of the syllabus, and lecture outlines on D2L. Dr. Downey and I will also use D2L to post assignments and important handouts, and to give last minute instructions. This means that you need to log onto D2L on a regular basis.

Logging onto D2L:
(1) go to https://learn.colorado.edu/ (2) login using your CU Login Name (username) and IdentiKey password (password); (3) after login, under “My Courses” click on SOCY:1001100 Intro To Sociology (4) click on the “Content” header to access the appropriate documents (syllabus, readings, lectures).

Adobe Acrobat:
In order to read most of the on-line readings, you need to have Adobe Acrobat installed on your computer. If it is not installed, you can download it free of cost from: http://www.adobe.com/products/acrobat/readstep2.html

Behavioral Expectations:
CU has a classroom behavior policy, found at: http://www.colorado.edu/policies/classbehavior.html. I suggest you familiarize yourselves with these guidelines, as students are required to adhere to these standards.

In addition to the behavioral expectations outlined in the lecture syllabus (honor code, discrimination and harassment policies), you are expected to fulfill basic requirements of good classroom etiquette:

1. Be respectful to the Professor, TA, and your colleagues.
2. Avoid tardiness and/or leaving class early. If you must leave class early, please let me know before class.
3. Laptops and other electronic devices will not be tolerated. This includes the use of a cell phone. Please turn your phones to silent (not vibrate) before class. Cell phone usage will result in you being asked to leave recitation for the day and subject you to the loss of attendance points and/or quiz points.
4. Do not wear headphones while in class.

While lively and enthusiastic debate and discussion are essential and encouraged, insensitive, rude, or disrespectful comments based on race, gender, class, sexual orientation, religion, disability or beliefs will not be tolerated at any time. I reserve the right to ask students to leave the classroom if I deem their behavior disruptive to the class, other students, or myself.

Sexual Harassment and Discrimination Policy:
As your TA, I have a responsibility to report any discrimination and sexual harassment issues brought to my attention. Please visit http://www.colorado.edu/odh/ for an explanation of the University’s current policies on harassment and discrimination.

University Honor Code:
Both students and faculty are expected to abide by the University’s honor code, found at http://www.colorado.edu/academics/honorcode/. Cheating and plagiarism are taken very seriously and are grounds for failure in this course. Furthermore, either can result in additional academic disciplinary
action. To plagiarize is to use another’s words as your own, without proper attribution given to the original author.

**Disability Accommodation Letter:**
Disability Services determines accommodations for students with disabilities. Please contact DS immediately if you wish to request accommodations. You are expected to discuss arrangements for accommodations (and provide a letter of determination from DS) with Dr. Downey at least two weeks before the accommodation is needed (ex: two weeks before an examination). Dr. Downey cannot make disability accommodations without a letter from DS.