

**SOC 491 Section 1**  
**Discussion Group Leaders: Freshman Seminar**  
**Spring 2016 6 credits**  
**Discussion Meetings: Mondays 3:00-5:30 p.m.**  
**SYLLABUS DRAFT**

**Instructor** Professor Patricia Steinhoff  
Office Hours: Tuesdays 1:30-4 PM, or by appointment  
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**Course Description from the Course Catalogue:** Students lead a freshman seminar section of sociology and meet weekly with instructor for substantive background. DS (DS = Diversification Social Sciences).

**Course Objectives (Student Learning Objectives)**

At the end of the course:

- Students will be able to discuss the challenges of the freshman university experience.
- Students will be able to evaluate sociological theories and use them to analyze and understand sociology / pedagogy / leadership topics.
- Students will be able to collect, analyze, and interpret data about mentorship and learning.
- Students will demonstrate clear and effective verbal and written communication skills.
- Discuss sociology / pedagogy / leadership topics using empirical data from scholarly sources.
- Locate peer-reviewed journal articles, critique them, and apply them to student learning.

**Teaching & Learning Methods**

You will experience small group discussions dealing with sociology, pedagogy, and leadership. You will learn about the skills involved in lectures, small group discussions, question and answer sessions, activities, videos, and other methods, which are deemed beneficial to learning. You will apply some of these skills in leading the SOC 100 students toward an understanding of sociological concepts, enjoyment of sociological practice, and successful undergraduate integration. You will learn about your interactions with the SOC 100 students through recording detailed field notes, and writing a final research essay.

**Required Materials**

- Required textbook: Atkinson, Maxine P. and Kathleen S. Lowney, *In the Trenches: Teaching and Learning Sociology*. New York: W. W. Norton & Company, Inc., 2016. [ISBN: 978-0-393-91877-9 (pbk.)]
- The Sociology Writing Group, *A Guide to Writing Sociology Papers*, 7<sup>th</sup> ed., New York: Worth Publishers, 2013.
- Readings [Available on Lulima].

**Course / University Policies**

**Attendance Policy:** Regular class attendance is expected, and unexcused absences will be penalized. Please notify me by e-mail if you expect to miss the class because of illness, or some other issue.

Depending on the issue, I will either excuse you from class, or apply a penalty. Unexplained absences will incur a penalty. The class is small, and I would like to develop a class culture in which you learn from your peers, as well as from me, and your course materials. If you do miss class, it is your responsibility to contact another student regarding missed lecture materials, notes, assignments, etc. After speaking to another student, and making copies of the missed materials, feel free to contact me with questions. I only give my classes once, and it is to your benefit to attend. With only one meeting per week, if you fall behind, it will be very difficult for you to catch up to the rest of the students.

**Punctuality:** Students' presence in the room for the full class time-period is expected.

**Class Environment:** Enrollment in this course indicates that you agree to conduct all discussions and interactions with thought, maturity, and respect for others' rights to differ. Discussion of personal beliefs is encouraged, and will be conducted in a manner that maintains a climate conducive to the learning of all class members. Students at the University of Hawai'i - Mānoa are encouraged to exercise personal responsibility and self-discipline, and to engage in the rigors of discovery and scholarship. *Cell phones, pagers, and e-mail programs will be turned off for the duration of class.* Computers will be permitted in class with the proviso that the above stipulation is maintained. Please use your computer as a useful tool to apply to class work, rather than as a distraction from class activities.

**Academic Honesty / Plagiarism:** Compliance with strict standards of academic honesty is expected. Please refer to the *UHM Student Conduct Code*, including the revisions in E7.208, paying special attention to the sections on academic honesty. Note that "plagiarism" is the failure to correctly cite / reference *any words or ideas* which are not your own. You should *always* reference the sources of your information. Plagiarism also includes using (or sharing) others' essays, quizzes, etc., *re-using* your own work, *and* the use of pre-written, purchased, or downloaded materials. If there is ever a question on this issue, please ask me in advance of submitting the work since once it is submitted I will act strongly to enforce academic standards.

**Make up Policy:** Tests and written assignments cannot be made up typically; all work is due on the designated day – *this includes absences for weddings, vacations/trips, doctor visits, interviews, business/work, etc.* In the case of *emergencies* or *extreme personal difficulty* (e.g., major car accident, sudden acute illness), work may be made up; *see me as soon as possible in these situations, and try to notify me as soon as possible.*

**ADA Statement:** If you have a disability for which you will need accommodations in this class, please let me know as soon as possible. Any student who feels s/he may need an accommodation based on the impact of a disability is invited to contact me privately. I would be happy to work with you, and the KOKUA Program (Office for Students with Disabilities) to ensure reasonable accommodations in my course. KOKUA can be reached at (808) 956-7511 or (808) 956-7612 (voice/text) in room 013 of the Queen Lili'uokalani Center for Student Services. If you do not have an ADA-documented disability, but there is something, which I can do to assist you in the classroom, please speak to me, and I will try to work with you to ease the difficulty.

## Course Assignments & Grading

**Important Note:** to pass the course, you must complete all assignments  
SOC 100 Syllabus (10%)

Participation (10%): entire semester  
 Learning Activity Presentation (20%)  
 Facilitated Article Discussions (20%)  
 Teaching Journal (25%)  
 Others TBA

**Note re. Written Assignments:** You need to take responsibility for working in advance of the due dates and contacting me for assistance if you are having difficulties in understanding or completing your assignments. I am always willing to arrange for office hours and discussions in advance of deadlines. Last-minute requests will find me less sympathetic. **Bear in mind that I will not provide or grade extra credit assignments.**

At the University of Hawai'i – Mānoa, "student achievement is designated by the following grades A+, A, A- (excellent), B+, B, B- (above average), C+, C, (average), C-, D+, D, D- (minimal passing), [and] F (failure)" (<http://www.catalog.hawaii.edu/undergrad-ed/creditsGrades.htm>).

For this course, percentages can be translated into grades, using the following conversion: A+ (97-100), A (93-96), A- (90-92), B+ (87-89), B (83-86), B- (80-82), C+ (77-79), C (73-76), C- (70-72), D+ (67-69), D (63-66), D- (60-62), and F (below 60).

## **Course Schedule & Readings Spring 2016 (both are subject to modification)**

Required Materials are to be Read Before the Class.

**Please be Prepared to Participate in Class.**

\* **Note:** We will not necessarily cover each reading in class discussions. You are responsible for the content of all materials (readings, videos, lectures, guest presentations) in your assignments. This means that you need to ask questions to promote discussion about anything that you find difficult to understand.

### **Week I. Monday, January 11: Syllabus Building and Creating a Culture**

Required Reading: go over Essentials of Sociology and think about how you will teach it

### **Week II. Monday, January 18 Holiday Monday, Laulima discussion**

How did it go?

### **Week III. January 25: Student Learning & Presenting Material in Class**

Deadline: SOC 100 syllabus (Posted to Laulima by noon on Monday, Jan. 25)

Discussion of what you have chosen for your syllabus

### **Week IV. February 1: Revise syllabus and organize Laulima for grading assignments**

**Post your syllabus for your class**

**Set up Laulima for making and grading assignments (in class)**

### **Week V. February 8: Active Learning and Guiding Discussions**

**Readings: In the Trenches, ch. 6 pp. 65-74, ch. 9, pp. 97-107**

**Be prepared to discuss two active learning activities you are using**

**Be prepared to discuss your experiences in guiding discussions and something new you will try**

**Week VI. February 15: Presidents Day Holiday no class**

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**Week VII. February 22: Writing for Learning and Inquiry-Guided Learning**

**Readings: In the Trenches ch. 8, pp. 83-96, and ch. 7 pp. 75-82.**

**Be prepared to present two writing assignments you are using and how you evaluate them**

**Be prepared to present one Inquiry-Guided activity you will use in your class**

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**Week VIII. February 29: Critical Thinking**

**Reading: In the Trenches ch. 10, pp. 109-118.**

**Be prepared to present one class activity and one assignment that develop critical thinking**

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**Week IX. March 7: Measuring Student Learning**

**Reading: In the Trenches, ch. 13. pp. 143-163**

**Be prepared to discuss three ways you are measuring student learning in your class**

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**Week X. March 14 Grading and Teachable Moments**

**Reading: In the Trenches, ch. 14. pp. 165-180 and Chapter 12, pp. 127-139.**

**Be prepared to discuss what you are learning about assignment directions and ways to grade**

**Be prepared to discuss your experiences in dealing with “teaching failures”**

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**Spring Recess. March 21: HOLIDAY: SPRING RECESS**

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**Week XI. March 28: TBA**

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**Week XII. April 4: TBA**

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**Week XIII. April 11: TBA**

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**Week XIV. April 18: TBA**

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**Week XV. April 25: TBA**

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**Week XV1. May 2: TBA**

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**There is no final exam for this course.  
NOTE: This syllabus is subject to change.**