

Course Information

Date Submitted: 9/10/2014

Current Prefix and Number: SOC - Sociology , SOC 680 METHS SOCIAL INVESTIGATN

Other Course:

Proposed Prefix and Number: SOC 680

What type of change is being proposed?

Major Change

Should this course be a UK Core Course? No

RECEIVED

NOV 7 2014

OFFICE OF THE
SENATE COUNCIL**1. General Information**

a. Submitted by the College of: ARTS & SCIENCES

b. Department/Division: Sociology

c. Is there a change in 'ownership' of the course? No

If YES, what college/department will offer the course instead: Select...

e. Contact Person

Name: Keiko Tanaka

Email: ktanaka@email.uky.edu

Phone: 859-257-6878

Responsible Faculty ID (if different from Contact)

Name:

Email:

Phone:

f. Requested Effective Date

Semester Following Approval: Yes OR Effective Semester:

2. Designation and Description of Proposed Course

a. Current Distance Learning (DL) Status: N/A

b. Full Title: METHODS OF SOCIAL INVESTIGATION

Proposed Title: Social Investigation

c. Current Transcript Title: METHS SOCIAL INVESTIGATN

Proposed Transcript Title: SOCIAL INVESTIGATION

d. Current Cross-listing: none

Proposed – ADD Cross-listing :

Proposed – REMOVE Cross-listing:

e. Current Meeting Patterns

LECTURE: 3

LABORATORY: 2

Proposed Meeting Patterns

SEMINAR: 2

f. Current Grading System: Graduate School Grade Scale

Proposed Grading System: *Graduate School Grade Scale*

g. Current number of credit hours: 4

Proposed number of credit hours: 2

h. Currently, is this course repeatable for additional credit? No

Proposed to be repeatable for additional credit? No

If Yes: Maximum number of credit hours:

If Yes: Will this course allow multiple registrations during the same semester? No

2i. Current Course Description for Bulletin: An overview of the various methods and techniques, both quantitative and qualitative, used by sociologists, including experience in the use of various methods. Lecture, three hours; laboratory, two hours per week.

Proposed Course Description for Bulletin: This course is a core research design course in the Sociology graduate program. The primary objectives are to: (a) help you understand the process of social science research and (b) build your skills to develop an original research project in sociology or related social science disciplines. The course is organized around "sociology in action", covering such topics as developing effective research questions, selecting appropriate research methods and theoretical framing, writing and revising a proposal, acquiring an IRB approval for your research, and developing and managing your research budget and time.

2j. Current Prerequisites, if any: Prereq: Six graduate hours in sociology or consent of instructor.

Proposed Prerequisites, if any: Prereq: graduate student standing, or consent of instructor.

2k. Current Supplementary Teaching Component:

Proposed Supplementary Teaching Component:

3. Currently, is this course taught off campus? No

Proposed to be taught off campus? No

If YES, enter the off campus address:

4. Are significant changes in content/student learning outcomes of the course being proposed? Yes

If YES, explain and offer brief rationale: The proposals for major curriculum revisions are currently under review to streamline requirements for the Master's and doctoral degrees in Sociology. In the revised curricula, all the 2nd year graduate students are required to complete SOC 680: Social Investigation for 2 credit hours in the fall semester and SOC 780: Special Problems in Sociology for 1 credit hour in the spring semester. SOC 680 focuses on various aspects concerning designing of a sociological/social research project. The end product is a research proposal. In SOC 780, students actually carry out the proposed research and generate a research paper as part of their Master's or doctoral degree requirements. When this course was developed and regularly offered, learning outcomes were not explicitly stated, particularly in relation to the curricula. As shown in the attached revised learning outcomes and curriculum maps, we now identify SOC 680 as a critical course in allowing students link their training in sociological theory on the one hand and in social statistics and research methods on the other, and thus developing skills in social science research.

5a. Are there other depts. and/or pgms that could be affected by the proposed change? No

If YES, identify the depts. and/or pgms:

5b. Will modifying this course result in a new requirement of ANY program? No

If YES, list the program(s) here:

6. Check box if changed to 400G or 500: No

Distance Learning Form

Instructor Name:

Instructor Email:

Internet/Web-based: No

Interactive Video: No

Hybrid: No

1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations?

2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc.

3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc.

4. Will offering this course via DL result in at least 25% or at least 50% (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above?

If yes, which percentage, and which program(s)?

5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting?

6. How do course requirements ensure that students make appropriate use of learning resources?

7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.

8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Information Technology Customer Service Center (<http://www.uky.edu/UKIT/>)?

9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)? NO

If no, explain how student enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.

10. Does the syllabus contain all the required components? NO

11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.

Instructor Name:

SIGNATURE|CRE227|Claire M Renzetti|SOC 680 CHANGE Dept Review|20140910

SIGNATURE|ACSI222|Anna C Harmon|SOC 680 CHANGE College Review|20141014

SIGNATURE|ZNNIKO0|Roshan N Nikou|SOC 680 CHANGE Graduate Council Review|20141107

Courses	Request Tracking
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Course Change Form

https://myuk.uky.edu/sap/bc/soap/ffc?services=

Generate R

Open in full window to print or save

Attachments:

Browse... Upload File

	ID	Attachment
Delete	3565	Learning Outcomes of the Master Fall 2014.pdf
Delete	3566	Learning Outcomes of the Doctoral Fall 2014.pdf
Delete	3567	Soc 680 syllabus 2015 dr2.pdf

First 1 Last

Select saved project to retrieve... Get New

NOTE: Start form entry by choosing the Current Prefix and Number
 (*denotes required fields)

Current Prefix and Number:		SOC - Sociology SOC 680 METHS SOCIAL INVESTIGATN	Proposed Prefix & Number: (example: PHY 401G) <input checked="" type="checkbox"/> Check if same as current	SOC 680
* What type of change is being proposed?		<input checked="" type="checkbox"/> Major Change <input type="checkbox"/> Major - Add Distance Learning <input type="checkbox"/> Minor - change in number within the same hundred series, excc 799 is the same "hundred series" <input type="checkbox"/> Minor - editorial change in course title or description which does change in content or emphasis <input type="checkbox"/> Minor - a change in prerequisite(s) which does not imply a chan course content or emphasis, or which is made necessary by the el or significant alteration of the prerequisite(s) <input type="checkbox"/> Minor - a cross listing of a course as described above		
Should this course be a UK Core Course? <input type="radio"/> Yes <input checked="" type="radio"/> No				
If YES, check the areas that apply:				
<input type="checkbox"/> Inquiry - Arts & Creativity <input type="checkbox"/> Composition & Communications - II <input type="checkbox"/> Inquiry - Humanities <input type="checkbox"/> Quantitative Foundations <input type="checkbox"/> Inquiry - Nat/Math/Phys Sci <input type="checkbox"/> Statistical Inferential Reasoning <input type="checkbox"/> Inquiry - Social Sciences <input type="checkbox"/> U.S. Citizenship, Community, Diversity <input type="checkbox"/> Composition & Communications - I <input type="checkbox"/> Global Dynamics				
1. General Information				
a. Submitted by the College of:		ARTS & SCIENCES		Submission Date: 9/10/2014
b. Department/Division:		Sociology		
c.* Is there a change in "ownership" of the course?				
<input type="radio"/> Yes <input checked="" type="radio"/> No If YES, what college/department will offer the course instead? Select...				
e.*				
* Contact Person Name:		Keiko Tanaka	Email: ktanaka@email.uky.edu	Phone: 859-257-6878
* Responsible Faculty ID (if different from Contact):			Email:	Phone:
f.* Requested Effective Date:				
		<input checked="" type="checkbox"/> Semester Following Approval	OR	Specific Term: ²
2. Designation and Description of Proposed Course.				
a. Current Distance Learning(DL) Status:		<input checked="" type="radio"/> N/A <input type="radio"/> Already approved for DL* <input type="radio"/> Please Add <input type="radio"/> Please Drop		
*If already approved for DL, the Distance Learning Form must also be submitted unless the department affirms (by checking this box) that the proposed chan affect DL delivery.				
b. Full Title:		METHODS OF SOCIAL INVESTIGATION	Proposed Title: *	Social Investigation

c.	Current Transcript Title (if full title is more than 40 characters):	METHS SOCIAL INVESTIGATN			
c.	Proposed Transcript Title (if full title is more than 40 characters):	SOCIAL INVESTIGATION			
d.	Current Cross-listing:	<input checked="" type="checkbox"/> N/A	OR	Currently ² Cross-listed with (Prefix & Number):	none
	Proposed – ADD ³ Cross-listing (Prefix & Number):				
	Proposed – REMOVE ^{3d} Cross-listing (Prefix & Number):				
e.	Courses must be described by at least one of the meeting patterns below. Include number of actual contact hours ⁴ for each meeting pattern				
Current:	Lecture	Laboratory ⁵	Recitation	Discussion	Indep. Study
	3	2			
	Clinical	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other: Please explain:		
Proposed: *	Lecture	Laboratory ⁵	Recitation	Discussion	Indep. Study
	Clinical	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other: Please explain:		
	2				
f.	Current Grading System:	Graduate School Grade Scale			
	Proposed Grading System:*	<input type="radio"/> Letter (A, B, C, etc.) <input type="radio"/> Pass/Fail <input type="radio"/> Medicine Numeric Grade (Non-medical students will receive a letter grade) <input checked="" type="radio"/> Graduate School Grade Scale			
g.	Current number of credit hours:	4	Proposed number of credit hours:*	2	
h.*	Currently, is this course repeatable for additional credit?				<input type="radio"/> Yes <input checked="" type="radio"/> No
*	Proposed to be repeatable for additional credit?				<input type="radio"/> Yes <input checked="" type="radio"/> No
	If YES:	Maximum number of credit hours:			
	If YES:	Will this course allow multiple registrations during the same semester?			<input type="radio"/> Yes <input checked="" type="radio"/> No
i.	Current Course Description for Bulletin:				
	An overview of the various methods and techniques, both quantitative and qualitative, used by sociologists, including experience in the use of various methods. Lecture, three hours; laboratory, two hours per week.				
*	Proposed Course Description for Bulletin:				
	This course is a core research design course in the Sociology graduate program. The primary objectives are to: (a) help you understand the process of social science research and (b) build your skills to develop an original research project in sociology or related social science disciplines. The course is organized around "sociology in action", covering such topics as developing effective research questions, selecting appropriate research methods and theoretical framing, writing and revising a proposal, acquiring an IRB approval for your research, and developing and managing your research budget and time.				
j.	Current Prerequisites, if any:				
	Prereq: Six graduate hours in sociology or consent of instructor.				
*	Proposed Prerequisites, if any:				

Prereq: graduate student standing, or consent of instructor.	
k. Current Supplementary Teaching Component, if any:	<input type="radio"/> Community-Based Experience <input type="radio"/> Service Learning <input type="radio"/> Both
Proposed Supplementary Teaching Component:	<input type="radio"/> Community-Based Experience <input type="radio"/> Service Learning <input type="radio"/> Both <input type="radio"/> No Change
3. Currently, is this course taught off campus?	<input type="radio"/> Yes <input checked="" type="radio"/> No
* Proposed to be taught off campus?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If YES, enter the off campus address:	
4.* Are significant changes in content/student learning outcomes of the course being proposed?	<input checked="" type="radio"/> Yes <input type="radio"/> No
If YES, explain and offer brief rationale:	
<p>The proposals for major curriculum revisions are currently under review to streamline requirements for the Master's and doctoral degrees in Sociology. In the revised curricula, all the 2nd year graduate students are required to complete SOC 680: Social Investigation for 2 credit hours in the fall semester and SOC 780: Special Problems in Sociology for 1 credit hour in the spring semester. SOC 680 focuses on various aspects concerning designing of a sociological/social research project. The end product is a research proposal. In SOC 780, students actually carry out the proposed research and generate a research paper as part of their Master's or doctoral degree requirements. When this course was developed and regularly offered, learning outcomes were not explicitly stated, particularly in relation to the curricula. As shown in the attached revised learning outcomes and curriculum maps, we now identify SOC 680 as a critical course in allowing students link their training in sociological theory on the one hand and in social statistics and research methods on the other, and thus developing skills in social science research.</p>	
5. Course Relationship to Program(s).	
a.* Are there other depts and/or pgms that could be affected by the proposed change?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If YES, identify the depts. and/or pgms:	
b.* Will modifying this course result in a new requirement ² for ANY program?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If YES ² , list the program(s) here:	
6. Information to be Placed on Syllabus.	
a. <input type="checkbox"/> Check box if changed to 400G or 500.	If changed to 400G- or 500-level course you must send in a syllabus and you must include the differentiation between under and graduate students by: (i) requiring additional assignments by the graduate students; and/or (ii) establishing different gra in the course for graduate students. (See SR 3.1.4.)

¹See comment description regarding minor course change. *Minor changes are sent directly from dean's office to Senate Council Chair. If Chair deems the change as "not minor," the form will appropriate academic Council for normal processing and contact person is informed.*

²Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.

³Signature of the chair of the cross-listing department is required on the Signature Routing Log.

⁴Removing a cross-listing does not drop the other course – it merely unlinks the two courses.

⁵Generally, undergrad courses are developed such that one semester hr of credit represents 1 hr of classroom meeting per wk for a semester, exclusive of any lab meeting. Lab meeting generally two hrs per wk for a semester for 1 credit hour. (See SR 5.2.1.)

⁶You must also submit the Distance Learning Form in order for the course to be considered for DL delivery.

⁷In order to change a program, a program change form must also be submitted.

Submit as New Proposal Save Current Changes

Learning Outcomes of the Master's Program in Sociology [REVISED]

Approved: April 2014

Students completing the Master's program in Sociology will:

1. Demonstrate an ability to use sociological concepts and theoretical traditions to analyze social issues or processes;
2. Demonstrate an ability to design and execute a sociological research project;
3. Demonstrate conceptual and practical competency in social statistics, including the ability to:
 - a. accurately evaluate the strength and validity of quantitative empirical evidence;
 - b. compute and interpret descriptive statistics, measures of association, and multivariate statistics, including multiple regression;
 - c. identify solutions to data limitations;
 - d. determine whether quantitative methods constitute the best fit for a particular research question and identify which statistical techniques to employ;
 - e. accurately use social statistics in their research to develop empirical evidence or test sociological theory; and
 - f. incorporate social statistics into their instructional and engagement activities;
4. Demonstrate an ability to effectively communicate sociological explanations of specific social phenomenon through visual and oral presentations; and
5. Demonstrate an understanding of the ethical standards of the discipline.

Sociology Graduate Programs: Master's Program

forced

SOC 651	SOC 751	SOC 681	SOC 781	CA Exam	Methods	Elective Courses	SOC 680	SOC 780
Classical Theory	Contemporary Theory	Social Statistics I	Social Statistics II		Various	Substantive Areas	Research Design Proposal	Research Practicum Final Exam
I	E	I	E	E/R	E	E	E/R	E/R
		I	I	E/R	I/E	E	E/R	E/R
					E/R	E/R	E	E/R
		I/E	E	E/R				
		I/E	E	E/R				
		I/E	E	E/R				
		I/E	E	E/R				
		I/E	E	E/R				
		I/E	E	E/R				
I/E	I/E	I	I	E	E	E/R	I/E	E/R
		I	I		E	E	I/E	E/R

- Introduces 1 and 4. May emphasize 4.
- Theory** - Introduces 4. Emphasizes 1. May emphasize 4.
- Introduces all learning outcomes. May emphasize 3.
- I - Introduces 2, 4, and 5. Emphasizes 1 and 3.
- Emphasizes all learning outcomes. May reinforce 3.
- 700 levels** - All substantive courses emphasize all learning outcomes. May reinforces 3 and 4. (SOC 517, 534, 535, 539, 541, 543, 550, 565, 642, 645, 646, 653, 661, 665, 675, 684, 685, 691, 730, 735, 737, 766, 772, 773, 776, 777, 779, 780, 785, 790, 792, 797)
- uces 4, and 5. Emphasizes all learning outcomes. Reinforce 1 and 2.
- ly - Enhances and reinforces all learning outcomes.

Learning Outcomes of the Doctoral Program in Sociology [REVISED]

Approved: April 2014

Students completing the doctoral program in Sociology will:

1. Demonstrate a comprehensive knowledge of sociological theory;
 - a. an ability to integrate the work of classical and contemporary sociological theorists in their writings,
 - b. an ability to apply fundamental sociological concepts into their own scholarly work,
 - c. an understanding of theoretical traditions in sociology; and
 - d. an ability to articulate how their own research challenges, supports, or builds on existing theory;
2. Demonstrate expertise in at least one core substantive area within the discipline;
3. Demonstrate an ability to position one's own research within the wider discipline through:
 - a. an ability to formulate a research question and hypothesis grounded in the sociological literature;
 - b. knowledge and appreciation of the strengths and weaknesses of different methodologies;
 - c. an ability to effectively apply these techniques in their independent research projects;
 - d. an understanding of theoretical traditions in sociology; and
 - e. an ability to articulate how their own research challenges, supports, or builds on existing theory and methodology;
4. Demonstrate conceptual and practical competency in social statistical analysis, including the ability to:
 - a. accurately evaluate the strength and validity of quantitative empirical evidence;
 - b. compute and interpret univariate, bivariate, , and multivariate statistics, including multiple regression;
 - c. identify solutions to data limitations;

- d. determine whether quantitative methods constitute the best fit for a particular research question and identify which statistical techniques to employ; and
 - e. accurately use social statistics in their research to develop empirical evidence or test sociological theory; and
 - f. incorporate social statistics into their instructional and engagement activities.
5. Demonstrate an understanding of the ethical standards of the discipline.

Sociology Graduate Programs: Doctoral Program

forced

Course(s)	SOC 651	SOC 751	SOC 681	SOC 781	Comp Exam	Methods	Elective Courses	SOC 680	SOC 780	Qualifying Exam	Proposal Defense	Final Exam
sociological												
and writings;	I/E	I/E			E/R		E	E/R	E/R	E/R	R	R
concepts into	I/E	I/E			E/R	I/E	E	E/R	E/R	E/R	R	R
1 sociology; and	I/E	I/E			E/R		E			E/R	R	R
ch challenges,	I/E	I/E			E/R	I/E	E	E/R	E/R	E/R	R	R
substantive area					E/R		E	E/R	E/R	E/R	R	R
research within												
and hypothesis						I/E	E	E	E/R	E/R	R	R
is and	I/E	I/E	I	I		I/E	E	E	E/R	E/R	E/R	R
ies in their						I/E	E	E	E/R	E/R	E/R	R
1 sociology; and	I/E	E				I	E	E	E/R	E/R	R	R
ch challenges, methodology	I/E	I/E				I/E	E	E	E/R	E/R	R	R
tendency in social												
y of quantitative			I/E	E	E/R	E/R	R	E/R	E/R	E/R	R	R
, measures of			I/E	E	E/R	E/R	R	E/R	E/R	E/R	R	R
ding multiple			I/E	E	E/R	E/R	R	E/R	E/R	E/R	R	R
onstitute the			I/E	I/E	E	E	E/R	E/R	E/R	E/R	R	R
id identify which			I/E	I/E	E/R	E/R	R	E/R	E/R	E/R	R	R
rch to develop			I/E	I/E								
y; and			I/E	I/E				E				
ctional and												
icate sociological	I	I	I	I	E	E	E/R	I/E	E/R	E/R	R	R
ugh visual and			I/E	I/E		E	E	I/E	E/R	E/R	E/R	R
standards of the			I/E	I/E		E	E	I/E	E/R	E/R	E/R	R

– Introduces 1, 3 and 5. Emphasizes 1. May emphasize 3 and 5.

Theory – Introduces 1, 3 and 5. Emphasizes 1. May emphasize 3 and 5.

– Introduces 3, 4, 5 and 6. Emphasizes 4. May emphasize 6.

I – Introduces 3, 4, 5 and 6. Emphasizes 4. May emphasize 6.

3. Emphasizes 3, 4, 5 and 6. May emphasize 1. May reinforce 4.

700 levels – All substantive courses emphasize all the learning outcomes. May reinforces 4 and 5. (SOC 517, 534, 535, 539, 541, 543, 550, 641, 642, 645, 646, 653, 661, 665, 675, 684, 685, 691, 730, 735, 737, 766, 772, 773, 776, 777, 779, 780, 785, 790, 792, 797)

uces 5 and 6. Emphasizes all the learning outcomes. Reinforce 1, 2 and 4.

y (Research Practicum) – Emphasizes and reinforces all the learning outcomes.

ion – Emphasizes and reinforces all the learning outcomes.

and reinforces all the learning outcomes.

6. Reinforces all the learning outcomes.

learning outcomes.

SOC 680-401: Social Investigation (Fall 2015)

Wednesday 7:00 p.m. – 9:00 p.m.

@ 1545 Patterson Office Tower

SECTION 1. Course Description

Instructor

Dr. Keiko Tanaka
1535 Patterson Office Tower

E-mail: ktanaka@email.uky.edu
Ph: (859) 257-6878

Office Hours & Preferred Contact Methods

Wednesdays 6:00pm – 6:45pm or by appointment. Please contact me via e-mail or phone.

Course Overview

This course is a core research design course in the graduate program of the Department of Sociology. The primary objectives are to: (a) help you understand the process of social science research and (b) build your skills to develop an original research project in sociology or related social science disciplines. In order to accomplish these objectives, the course is organized around “sociology in action” – reading, writing, discussing how to practice sociology through research activities and learning from our “masters,” i.e., our faculty members and other guest speakers. Topics covered in this course include developing effective research questions, selecting appropriate research methods and theoretical framing, writing and revising a proposal, acquiring an IRB approval for your research, and developing and managing your research budget and time.

The final product of this course is a proposal for your second-year research paper to be defended by the end of the next semester. In order to assist your journey in sociological research, this course consists of five distinctive types of activities: (1) discussion seminars, (2) “tricks of trade” sessions, (3) workshops, (4) faculty panels, and (5) professional development panels. In the discussion seminar, through reading research monographs and textbook chapters, we will also examine how a sociological study is designed and executed. In the “tricks of trade” session, we will explore various techniques to build competency a particular component of the research process. You will practice these techniques through a series of writing assignments, which aim to help you successfully draft a research proposal step by step. These writing assignments will be also “workshopped” in the class so that you can improve your proposal based on the suggestions made by your peers. Faculty members from the Sociology Department and other social science departments will be invited to share with you their “tricks of trade.” Representatives from the key research support units on campus will be invited to help you understand how our intellectual activities are institutionalized and become “academic research.”

Prerequisites

Graduate standing, or an approval by the instructor.

Student Learning Outcomes

By the end of this course, you are expected to:

- (a) Develop an understanding of the key ingredients and processes involved in sociological research;
- (b) Learn an ability to position your scholarship within the wider discipline;
- (c) Acquire skills to apply some of the fundamental sociological perspectives and concepts as well as methodological approaches and tools into your own research project; and
- (d) Articulate your ideas with the language of sociology through writing as well as visual and oral presentations.

Required Materials

- Alford, Robert R. 1998. *The Craft of Inquiry: Theories, Methods, Evidence*. New York and Oxford: Oxford University Press.
- Becker, Howard S. 1998. *Tricks of the Trade: How to Think About Your Research While You're Doing It*. Chicago: The University of Chicago Press.
- 3 Research monographs and other supplementary readings

Grading Scales

Grade	%	Pts.
A	90-100	450-500
B	80-89	400-449
C	70-79	350-399
E	< 70	< 350

Assessments

Weekly Seminar Contribution 5 pts x 15 sessions	20%	100 pts
Research Proposal Written (300 pts) Oral presentation & defense (100 pts)	80%	400 pts
	-----	-----
	100%	500 pts

1. Research Proposal (Weight: 80%)

During the semester, you will develop a proposal for your second year research paper on a topic of your interest. The written proposal must be submitted by the last week of November (300 points or 60% of your course grade). Oral component of the examination will take place during the final examination week (100 points or 20% of your course grade). The proposal must be no longer than single-spaced 10 pages and follows the format requirements used by the NSF-SBE Doctoral Dissertation Research Improvement Grant Program (<http://www.nsf.gov/sbe/ses/soc/socck11.jsp>). Please use *The NSF Grant Proposal Guide* to organize your proposal. Your final proposal, due on December 2, 2015, will be shared with your advisor who will be invited to attend your oral defense on December 16, 2015 (time to be determined). Prior to the development of the final proposal, you must submit a proposal draft twice to be workshopped by your peers.

2. Weekly Seminar Contribution (Weight: 20%)

For each class session, students are expected to have completed all the reading and writing assignments in order to actively participate in various learning activities. All of your writing assignments, except the IRB Certificate, will be shared with your classmates as part of the course discussion materials. Your weekly seminar contribution will be graded as follows:

Points	
5	Completed all the assignments and contributed effectively to the class.
4	Completed all the assignments, but did not contribute effectively to the class.
3	Did not complete all the assignments.
0	Absent from the class.

Section 2. Course Policies

Attendance & Excusable Absences

Attendance is mandatory. For the second and each subsequent unexcused absence, the final average will be lowered by 30 points (see below). Students need to notify me of absences prior to class when possible. S.R.5.2.4.2 defines the following as acceptable reasons for excused absences: (a) serious illness, (b) illness or death of family member, (c) University-related trips, (d) major religious holidays, and (e) other circumstances found to fit “reasonable cause for nonattendance” by me.

Students anticipating an absence for a major religious holiday are responsible for notifying me in writing of anticipated absences due to their observance of such holidays no later than the last day in the semester to add a class. Information regarding dates of major religious holidays may be obtained through the religious liaison, Mr. Jake Karnes (859-257-2754).

Students are expected to withdraw from the class if more than 20% of the classes scheduled for the semester are missed (excused or unexcused) per university policy.

Penalty for Absences

Absence	Pts.
1	0
2	30
3	60
4	90
5	120

Verification of Absences

Students may be asked to verify their absences in order for them to be considered excused. Senate Rule 5.2.4.2 states that faculty have the right to request “appropriate verification” when students claim an excused absence because of illness or death in the family. Appropriate notification of absences due to university-related trips is required prior to the absence.

Makeup Work

When there is an excused absence, you must submit within one week an essay based on the readings assigned on the day of your absence. This essay must be single-spaced in the length of 2-4 pages. It must succinctly summarize key points of the readings and develop your responses.

Late Submission

All assignments must be submitted by the specified date and time. Otherwise instructed, all assignments should **NOT** be submitted electronically via e-mail or Blackboard. Points will be deducted from your assignment for late submission, **UNLESS** you make an arrangement for extension with me at least 24 hours before the deadline. The percentages deducted from the total points of a given assignment are listed below. Please note that Saturday and Sunday **WILL** be counted toward the number of dates passed the deadline.

Penalty Scale (%)

1-day late	10
2 days late	30
3-days late	50
4-days late	70
5-days late	100

Policy on Academic Accommodations Due to Disability

Please see me as soon as possible during scheduled office hours. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center (Room 2, Alumni Gym, 257-2754, email address: jkarnes@email.uky.edu) for coordination of campus disability services available to students with disabilities.

Academic Integrity, Cheating & Plagiarism

Per university policy, students shall not plagiarize, cheat, or falsify or misuse academic records. Students are expected to adhere to University policy on cheating and plagiarism in all courses. The minimum penalty for a first offense is a zero on the assignment on which the offense occurred. If the offense is considered severe or the student has other academic offenses on their record, more serious penalties, up to suspension from the university may be imposed.

Plagiarism and cheating are serious breaches of academic conduct. Each student is advised to become familiar with the various forms of academic dishonesty as explained in the Code of Student Rights and Responsibilities. Complete information can be found at the following website:

<http://www.uky.edu/Ombud>. A plea of ignorance is not acceptable as a defense against the charge of academic dishonesty. It is important that you review this information as all ideas borrowed from others need to be properly credited.

Part II of *Student Rights and Responsibilities* (available online <http://www.uky.edu/StudentAffairs/Code/part2.html>) states that all academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression. In cases where students feel unsure about the question of plagiarism involving their own work, they are obliged to consult their instructors on the matter before submission.

When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording or anything else from another source without appropriate acknowledgement of the fact, the students are guilty of plagiarism. Plagiarism includes reproducing someone else's work, whether it be a published article, chapter of a book, a paper from a friend or some file, or something similar to this. Plagiarism also includes the practice of employing or allowing another person to alter or revise the work which a student submits as his/her own, whoever that other person may be.

Students may discuss assignments among themselves or with an instructor or tutor, but when the actual work is done, it must be done by the student, and the student alone. When a student's assignment involves research in outside sources of information, the student must carefully acknowledge exactly what, where and how he/she employed them. If the words of someone else are used, the student must put quotation marks around the passage in question and add an appropriate indication of its origin. Making simple changes while leaving the organization, content and phraseology intact is plagiaristic. However, nothing in these Rules shall apply to those ideas which are so generally and freely circulated as to be a part of the public domain (Section 6.3.1).

Please note: Any assignment you turn in may be submitted to an electronic database to check for plagiarism.

Classroom Behavior, Decorum & Civility

In addition to cheating and plagiarism, classroom demeanor has become an increasingly significant problem on campus across the nation, even at the graduate level! UK Sociology Department is committed to respect the dignity of all and to value differences among members of our academic community. Seminar discussions and debates in this course are for academic discovery through exercises of our right to respectfully disagree from time-to-time. You have the right to take reasoned exception and to voice opinions contrary to those offered by me and other students (S.R. 6.1.2). Equally, I have both the right and the responsibility to ensure that all academic discourse occurs in a context characterized by respect and civility. I will **NOT** tolerate attacks of a personal nature or statements denigrating another on the basis of race, sex, religion, sexual orientation, age, national/regional origin or other such irrelevant factors.

Courtesy

Courtesy is a sign that you are a responsible adult. Sometimes your life circumstances will force you to miss a class or delay the submission of your assignment. Whether your absence from the class or delay in the submission of an assignment is excusable or not, you need to let me know so that I will be able to suggest a necessary arrangement for you to catch-up the work. Please communicate to me via phone or e-mail that you will miss a class or your assignment will be submitted late. That's called being courteous and respectful toward others.

SECTION 3. COURSE SCHEDULE SUMMARY

Wk	Date	1 st Section (7:00-7:55pm)	2 nd Section (8:05-9:00pm)	Writing Assignments Due
1	8/26	Course Overview & Introduction: Seeing through Sociological Lenses	Trick Session 1. Literature Search	Topic Narratives
2	9/2	Profession Development 1. IRB Process	Trick Session 2. Research Ethics	
3	9/9	Book Discussion: Research Monograph 1.	Trick Session 3. Writing Research Questions	IRB Certificate
4	9/16	Sociology as a Craft	Trick Session 4. Theorizing Research Questions	Question Statement
5	9/23	Faculty Panel 1. Integrating Theories	Trick Session 5. Literature Reviews & EndNote	List of Bibliography
6	9/30	Faculty Panel 2. Selecting Methods	Trick Session 6. Operationalization & Hypothesis Building	
7	10/7	Book Discussion: Research Monograph 2.	Trick Session 7. Designing a Project,	Proposal Outline
8	10/14	Professional Development 2. Proposal Development Office	Workshop 1. Proposal Outline	
9	10/21	Sociology as an Institution	Trick Session 8. Writing a Proposal	
10	10/28	Faculty Panel 3. (Re)Submitting Proposals	Trick Session 9. Reviewing a Proposal	Proposal Draft 1
11	11/4	Book Discussion: Research Monograph 3	Workshop 2. Proposal Draft 1	
12	11/11	Sociology as a Politics	Trick Session 10. Submitting Grant Proposals	Proposal Draft 2
13	11/18	Faculty Panel 4. Sociological Research for Whom?	Workshop 3. Proposal Draft 2	
14	11/25	THANKSGIVING HOLIDAY		
15	12/2	Reflexive Sociology	Trick Session 11. Managing the Budget & Time	Research Proposal Final
16	12/9	Workshop 4. Oral Defense	Conclusion	
Exam	12/16	Final Exam Oral Defense		