SOCI 2000A: FOUNDATIONS OF SOCIOLOGICAL INQUIRY

Lecture Times: Tuesdays and Thursdays 8:35 to 11:25 am
Location: Loeb Building, Room B146

PREREQUISITES: SOCI 1001 [0.5] AND SOCI 1002 [0.5] OR SOCI 1003 [1.0] OR ANTH 1001 [0.5] OR ANTH 1002 [0.5]

COURSE INSTRUCTOR

Dr. Michael Mopas
Office: 787D Loeb Building
Phone: 613.520.2600 ext. 2990
Office hours: Tuesdays 11:30 am – 12:30 pm or by appointment
Email: Michael_Mopas@carleton.ca (this is the best way to get a hold of me, but please allow 24 to 48 hours for a response)

ABOUT THE COURSE

Description

This course is designed to help students gain a better understanding of the ‘how’s’ and ‘why’s’ of sociological inquiry. Students will be shown how to think about and view the world like a sociologist. Students will be introduced to a number of different approaches to conducting research commonly used within sociology (the research ‘methods’) and their underlying philosophical and epistemological foundations (the research ‘methodologies’). Other topics to be discussed include: research ethics, the connections between theory and method, the advantages and limitations of different research approaches, and the various applications of social research.

Learning objectives

- To introduce students to the basic epistemological underpinnings of sociological research.
- To give students an awareness of a broad array of quantitative and qualitative research techniques.
- To encourage students to make connections between the empirical, methodological, epistemological and ethical issues involved in conducting research.
- To make students critical consumers of social research by developing their abilities to read and assess this type of work.
- To help prepare students so they can design and undertake an independent research projects in the future (should they choose to do so).
- To further develop students’ reading and writing skills.

Learning outcomes

Students who successfully complete and perform well in this course will...

Demonstrate knowledge of:
The basic philosophical and epistemological underpinnings of sociological research.

The advantages, limitations, and practical challenges of undertaking sociological research.

The various methods for the collection, analysis, and presentation of quantitative and qualitative data.

Have developed the following skills:

- The ability to read, comprehend and critique a range of research approaches used in sociology.
- The capacity to critically reflect on both the content and process of a research project and to identify potential ethical issues.
- The proficiency to write about sociological research in a clear and concise manner.
- Various practical and applied skills related to university work (e.g., using the library resources, proper referencing and citation, essay writing, etc.).

Approach to teaching and learning

I am a firm believer that good teachers ‘facilitate’ learning. Good teachers not only communicate information and knowledge to their students, but also enable and encourage students to become responsible for their own learning. As such, it is my job to get you excited about this field by providing interesting and interactive course lectures, assigning thought-provoking reading material, and giving challenging (but fair) assignments, so that you can become actively involved in your own learning experience.

Expectations of students

In order to get the most out of this class, students must come to class prepared to learn. This means completing required readings in advance, listening respectfully when others are talking, raising your hand when you want to speak, and speaking in turn. Important announcements will normally be made at the beginning of lectures so please arrive on time. Also, because each class is three hours in length, you will miss a significant amount of material if you leave early or are absent, so plan to attend regularly and for the full duration of the period.

If, for whatever reason, you are unable to attend a lecture, it is YOUR responsibility for any course material (e.g., lecture notes, handouts, etc.) you may have missed. Please do NOT ask the course instructor to provide you with a ‘summary’ of what was covered in lecture. Instead, ask someone in the class if you can borrow their notes or go over with them what was covered in lecture.

COURSE MATERIALS AND RESOURCES

Required texts

The following textbooks are available for purchase at Haven Books (43 Seneca St., Tel#: 613.730.9888):

Online resources

A course website (using cuLearn) has been designed and placed online. Access to the website is password protected and restricted to students enrolled in this course. The website will be used by the instructor as an additional means of distributing course material and information (e.g., lecture notes, class announcements, class marks, links to course-related Internet sites, etc.). Students are expected to check the website on a regular basis.

COURSE SCHEDULE AND ASSIGNED READINGS

The readings assigned for each week will directly relate to the lecture material and expand upon many of the issues covered in class. Students will be expected to have all assigned readings completed PRIOR to each class.

May 7: Introduction
Required readings: None

May 9: How do we know what we know?
Required readings: The Research Process, Chapters 1 and 2

May 14: Coming up with a research problem and designing a project
Required readings: The Research Process, Chapter 3; Making Sense, Chapter 2

May 16: Theory and research
Required readings: Making Sense, Chapter 3

May 21: Approaching research: Quantitative or qualitative?
Required readings: The Research Process, Chapter 4

May 23: Ethical issues
Required readings: The Research Process, Chapter 9; Making Sense, Chapter 6

May 28: Deciding what to study
Required readings: The Research Process, Chapters 5 and 6

May 30: … And how to study them
Required readings: The Research Process, Chapters 7 and 8

June 4: Independent work time
** No lecture today – use this time to work on your research proposals **

June 6: Analyzing and writing up quantitative data
Required readings: The Research Process, Chapters 10 and 11; Making Sense, Chapter 4
June 11: Analyzing and writing up qualitative data
Required readings: *The Research Process*, Chapter 12; *Making Sense*, Chapter 5

June 13: Mixed methods and new approaches
Required readings: *The Research Process*, Chapters 13 and 14

June 18: Course wrap-up and final exam review
Required readings: None
** RESEARCH PROPOSAL DUE **

COURSE REQUIREMENTS AND METHODS OF EVALUATION

Students will be evaluated as follows:

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Grade</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class attendance and participation</td>
<td>30%</td>
<td>N/A</td>
</tr>
<tr>
<td>Research proposal</td>
<td>35%</td>
<td>June 18, 2019</td>
</tr>
<tr>
<td>Final Exam</td>
<td>35%</td>
<td>TBA</td>
</tr>
</tbody>
</table>

**Attendance and participation**

Discussion and dialogue are integral to student learning. Students are expected to attend and stay for the entire duration of each and every lecture. Students will also be expected to have carefully read all of the assigned materials prior to each class and prepared to actively participate in discussion. The mark you receive will be based on attendance and the overall quality (not the quantity) of your participation (e.g., your level of engagement, how well you have understood the readings, your ability to critically engage with the materials and relate them to the overall themes of the course, your ability to listen to others, your contribution to the debates and conversations, etc.).

**Research proposal**

For this assignment, students will draw on the materials covered in class to write a short (10-12 page) research proposal. More explicit instructions for this assignment will be distributed during the second week of the semester.

**Final exam (formally scheduled)**

The final exam is designed to test students’ knowledge and understanding of the key concepts and ideas covered in the course. The final exam will be formally scheduled during the university’s final exam period.

**COURSE POLICIES**

Every student enrolled in this class is responsible for reading the following course policies. It contains everything you need to know about the rules, requirements and regulations set out for this course.

**Submitting assignments and late penalties**
All assignments must be handed in at the beginning of class on the due date. Assignments submitted electronically (via fax or e-mail) will NOT be accepted.

Subject to the extension policy outlined below, there will be a 2% per day deduction from assignments submitted late. The late penalty applies equally to Saturday and Sunday. That is, a paper due on Tuesday that is handed in on Wednesday (1 day late) will be subject to a 2% deduction. The same paper handed in on the following Monday (6 days late) will be subject to a 12% deduction.

Late assignments will only be accepted if they are delivered personally to the instructor OR deposited in the assignment drop-box located in the Sociology and Anthropology Main Office (B750, Loeb Building). Please do NOT slide your papers under my door!

Extension policy

Students must request an extension PRIOR to the due date of an assignment. To receive an extension for an assignment, a student must provide written documentation of his or her inability to complete the assignment on time.

Written documentation will generally take the form of a doctor’s note. For non-medical notes, the instructor will accept a note from the Registrar’s Office (or similar University official), social worker, clergy member, lawyer, etc.

Once the student has provided the instructor with adequate documentation of their inability to complete the assignment on time, the student and the instructor will negotiate a new due date for the assignment. Assignments submitted after the negotiated deadline will be subject to the late penalty outlined above.

Courtesy during lectures

Please do NOT come to class if you intend to sleep, surf the web, or chat with friends. This kind of behaviour annoys me and other students in the class. You’re far better off staying at home or doing something else. If you do intend on coming to class, there are a few general rules that all students must abide by:

1. Cell phones must be turned OFF (not to ‘vibrate’).
2. Unless there is a class discussion going on, there is NO TALKING during lectures.
3. Laptop computers are for NOTE TAKING ONLY – not e-mail, web surfing or playing online games. Anyone caught doing either of these activities will no longer be permitted to use a computer during lectures and tutorials.

‘Getting help’

If you are having trouble with the course material or require additional assistance writing an assignment, please come and see me as soon as possible.

Office hours

My office hours are posted on my office door (787D in the Loeb Building). You are welcome to drop by during office hours or you may make an appointment if you feel you
need extra time or cannot make the times I have allotted. If my door is open, you are welcome to see me even if it is not during my office hours. If my door is shut, please do **NOT** knock unless it is an emergency. If my door is shut, I am either working, on the phone or not in the office.

**Contacting me via email**

Please note that you will be able to link your CONNECT (MyCarleton) account to other non-CONNECT accounts and receive e-mails from me. However, for me to respond to your emails, I need to see your full name, CU ID, and the e-mail must be written from your valid CONNECT address. Therefore, it would be easier to respond to your inquiries if you send all e-mail from your connect account. If you do not have or have yet to activate this account, you may wish to do so by visiting [https://portal.carleton.ca/](https://portal.carleton.ca/). Please allow at least 24 to 48 hours for a reply.

**Missing lectures**

Attendance at lectures is mandatory. If, for whatever reason, you are unable to attend a class, it is YOUR responsibility for any course material (e.g., lecture notes, handouts, etc.) you may have missed. Please do NOT ask me to provide you with a ‘summary’ of what was covered in lecture. I simply do not have the time to do this. Instead, ask someone in the class if you can borrow their notes.

**REGULATIONS COMMON TO ALL COURSES AT CARLETON UNIVERSITY**

In accordance with the Carleton University Undergraduate Calendar Regulations, the letter grades assigned in this course will have the following percentage equivalents:

\[
\begin{align*}
A+ &= 90-100 \\
B+ &= 77-79 \\
C+ &= 67-69 \\
D+ &= 57-59 \\
A &= 85-89 \\
B &= 73-76 \\
C &= 63-66 \\
D &= 53-56 \\
A- &= 80-84 \\
B- &= 70-72 \\
C- &= 60-62 \\
D- &= 50-52 \\
F &= \text{Below 50} \\
\text{WDN} &= \text{Withdrawn from the course} \\
\text{DEF} &= \text{Deferred (See above)}
\end{align*}
\]

**Academic Regulations, Accommodations, Plagiarism, Etc.**

University rules regarding registration, withdrawal, appealing marks, and most anything else you might need to know can be found on the university’s website, here: [www.calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/](http://www.calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/)

You may need special arrangements to meet your academic obligations during the term. For an accommodation request, the processes are as follows:

**Academic Accommodations for Students with Disabilities**

The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or pmc@carleton.ca for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send your Letter of
Accommodation at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable).

*The deadline for contacting the Paul Menton Centre regarding accommodation for final exams for Early Summer 2019 exam period is May 31 and for Full/Late Summer 2019 exam period is July 26.

For Religious Obligations:
Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website: www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

For Pregnancy:
Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website: www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

For Survivors of Sexual Violence
As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and where survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: www.carleton.ca/sexual-violence-support

Accommodation for Student Activities
Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation must be provided to students who compete or perform at the national or international level. Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf

Plagiarism
Plagiarism is the passing off of someone else's work as your own and is a serious academic offence. For the details of what constitutes plagiarism, the potential penalties and the procedures refer to the section on Instructional Offences in the Undergraduate Calendar. Students are expected to familiarize themselves with and follow the Carleton University Student Academic Integrity Policy (See https://carleton.ca/registrar/academic-integrity/). The Policy is strictly enforced and is binding on all students. Academic dishonesty in any form will not be tolerated. Students who infringe the Policy may be subject to one of several penalties.
What are the Penalties for Plagiarism?
A student found to have plagiarized an assignment may be subject to one of several penalties including but not limited to: a grade of zero, a failure or a reduced grade for the piece of academic work; reduction of final grade in the course; completion of a remediation process; resubmission of academic work; withdrawal from course(s); suspension from a program of study; a letter of reprimand.

What are the Procedures?
All allegations of plagiarism are reported to the faculty of Dean of FASS and Management. Documentation is prepared by instructors and departmental chairs. The Dean writes to the student and the University Ombudsperson about the alleged plagiarism. The Dean reviews the allegation. If it is not resolved at this level then it is referred to a tribunal appointed by the Senate.

Assistance for Students:
Academic and Career Development Services: http://carleton.ca/sacds/
Writing Services: http://www.carleton.ca/csas/writing-services/
Peer Assisted Study Sessions (PASS): https://carleton.ca/csas/group-support/pass/

Important Information:
- Student or professor materials created for this course (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s).
- Students must always retain a hard copy of all work that is submitted.
- Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they have been approved by the Dean.
- Carleton University is committed to protecting the privacy of those who study or work here (currently and formerly). To that end, Carleton’s Privacy Office seeks to encourage the implementation of the privacy provisions of Ontario’s Freedom of Information and Protection of Privacy Act (FIPPA) within the university.
- In accordance with FIPPA, please ensure all communication with staff/faculty is via your Carleton email account. To get your Carleton Email you will need to activate your MyCarletonOne account through Carleton Central. Once you have activated your MyCarletonOne account, log into the MyCarleton Portal.
- Please note that you will be able to link your MyCarletonOne account to other non-MyCarletonOne accounts and receive emails from us. However, for us to respond to your emails, we need to see your full name, CU ID, and the email must be written from your valid MyCarletonOne address. Therefore, it would be easier to respond to your inquiries if you would send all email from your connect account. If you do not have or have yet to activate this account, you may wish to do so by visiting https://students.carleton.ca/
### Important Dates

#### Summer 2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 6</td>
<td>Early summer and full summer courses begin.</td>
</tr>
<tr>
<td>May 17-29</td>
<td>Fall/Winter and Winter term deferred final examinations will be held.</td>
</tr>
<tr>
<td>May 24</td>
<td>Last day for a full fee adjustment when withdrawing from early summer and full summer courses (financial withdrawal). Withdrawals after this date will result in a permanent notation of WDN on the official transcript.</td>
</tr>
<tr>
<td>June 11</td>
<td>Last day for summative tests or examinations, or formative tests or examinations totaling more than 15% of the final grade for early summer courses before the official examination period (see Examination Regulations in the Academic Regulations of the University section of the Undergraduate Calendar).</td>
</tr>
<tr>
<td>June 18</td>
<td>Last day of early summer classes (NOTE: Full summer classes resume July 2).</td>
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<td></td>
<td>Last day for academic withdrawal from early summer courses.</td>
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<tr>
<td></td>
<td>Last day for handing in term assignments, subject to any earlier course deadline.</td>
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<tr>
<td>June 19-20</td>
<td>No classes or examinations take place.</td>
</tr>
<tr>
<td>June 21-27</td>
<td>Early summer final examinations and mid-term examinations in full summer courses may be held. Examinations are normally held all seven days of the week.</td>
</tr>
<tr>
<td>July 1</td>
<td>Statutory Holiday. University closed.</td>
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<tr>
<td>July 2</td>
<td>Late summer courses begin.</td>
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<tr>
<td></td>
<td>Full summer courses resume.</td>
</tr>
<tr>
<td>July 19-21</td>
<td>Early summer term deferred final examinations to be held.</td>
</tr>
<tr>
<td>July 22</td>
<td>Last day for a full fee adjustment when withdrawing from late summer courses (financial withdrawal).</td>
</tr>
<tr>
<td>August 5</td>
<td>Civic Holiday. University closed.</td>
</tr>
<tr>
<td>August 7</td>
<td>Last day for summative tests or examinations, or formative tests or examinations totaling more than 15% of the final grade for late summer and full summer courses before the official examination period (see Examination Regulations in the Academic Regulations of the University section of the Undergraduate Calendar).</td>
</tr>
<tr>
<td>August 14</td>
<td>Summer term financial holds preventing access to grades through Carleton Central and the release of official documents will be applied to accounts with an outstanding balance. Last day of late summer and full summer classes. Classes follow a Monday schedule. Last day for academic withdrawal from late summer and full summer courses and any other courses that end this term. Last day for handing in term assignments, subject to any earlier course deadline.</td>
</tr>
<tr>
<td>August 15-16</td>
<td>No classes or examinations take place</td>
</tr>
<tr>
<td>August 17-23</td>
<td>Final examinations in late summer and full summer courses may be held. Examinations are normally held all seven days of the week.</td>
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</table>
August 23  All take home examinations are due on this day, with the exception of those conforming to the Examinations regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar.

September 13-15  Late summer and full summer term deferred examinations will be held.