**University of Colorado, Boulder – Fall 2021**

**SOCY 4441 – Sociology Honors Seminar I**

**Seminars: T 11:10AM-12:40PM (Remote)**

**Zoom Classroom:** [**https://cuboulder.zoom.us/j/92792284225**](https://cuboulder.zoom.us/j/92792284225)

**FACULTY INFORMATION**

**Instructor:** Amanda A. Stewart, PhD

**E-mail:** Amanda.Stewart-1@colorado.edu

**Office Location:** Due to COVID-19 precautions, I will only be available virtually.

**Office Hours: Thursdays– 11AM-1PM (drop by any time)**

* Via Zoom –

Zoom Office Link: <https://cuboulder.zoom.us/j/98715864271>

* By appointment

**Instructor Bio**

Amanda Stewart is an Assistant Teaching Professor of Sociology. She earned her PhD in Sociology at the University of Illinois at Chicago in 2019. Amanda received her BA in German at Luther College and her MA in Gender, Sexuality and Cultural Studies at the University of Manchester (UK). Her dissertation research, based on in-depth interviews, considers the experiences of queer and trans women currently living in the rural United States and focuses on the strategies these women use to negotiate the places where they live and the associated challenges. Amanda has worked in higher education since 2006 as an administrator, academic adviser, and instructor of Sociology and Gender and Women’s Studies. She most often teaches courses focusing on gender, sexualities, and families. Amanda is also the current Sociology Honors Program Coordinator. In this role, she works with advanced undergraduate students as they complete original research and write their honors thesis.

#### University of Colorado Boulder Department of Sociology Statement on Inclusivity

The University of Colorado Boulder Department of Sociology emphasizes the importance of diverse voices and experiences for strengthening our teaching, research, and service to broader communities. As a department committed to justice and equity, our goal is to create an environment that welcomes and supports everyone. We are a member of the American Sociological Association, abide by its Code of Ethics, and expect our faculty, students, and staff to adhere to its code. Here is the department’s [inclusive excellence plan](https://www.colorado.edu/sociology/sites/default/files/attached-files/inclusive_excellence_statement_2016.pdf).

#### Communication

Do you have questions that I haven’t addressed in class? Do you want to check on your progress in the course? I am available to meet with students to address any questions or concerns you may have about this class. The best way to reach me is via email. I will typically respond to emails within 24 hours during the week (Monday-Friday) but please allow at least 48 hours for a response on weekends. Please email me from your CU email and **include your name and course within the text of the email**. This will help me to reply in a timelier manner. Emails coming from outside emails accounts are often sent to spam and will slow my replies significantly. If you have not heard back from me in 48 hours, please resend your message or see me before or after our synchronous sessions. Please also make sure that you have the correct email (see Faculty Information) as there is another Amanda Stewart on campus.

**COURSE INFORMATION**

**Course Description**

Helps students design and initiate an honors thesis based on original sociological research.

**Prerequisites**

Requires prerequisite courses of SOCY 3001 and SOCY 3301 (all minimum grade C-). Restricted to students with 57-180 credits (Junior or Senior) Sociology (SOCY) majors only.

**Requirements and Grading** Students must have been accepted into the Sociology Department’s Honors Program and be actively working on a senior thesis. That said, course credit is allocated not solely on the thesis, but is based on attendance at group sessions, quality of feedback offered to peers, individual meetings with the faculty instructor, written work, and adherence to timelines. The course instructor will also seek input form advisors and the Honors thesis committee for determination of overall course evaluation.

**Overview** This year‐long course provides an overview of the process of independent research as students engage in the development of their own Honor’s thesis. All stages of the research process are covered including identifying a research question, presenting hypotheses, undertaking a literature review, obtaining human subjects research approval, developing, and implementing a research methodology, doing data analyses, and presenting results. Students will also gain experience in the pursuit of research funding and the presentation of results within professional settings.

You will leave this course with:

* a hands‐on understanding of the many dimensions of the social scientific research process,
* experience working with a faculty advisor, including the incorporation of feedback and advice,
* experience presenting your independent scholarship in a professional context,
* the processes of peer review as well as review by senior scholars,
* the opportunities and challenges within the pursuit of external funding.

**Required Texts/Materials**

* All required text/course materials will be posted on Canvas.
* Computer and internet access

**Method of Instruction - Hybrid Remote/Online** This class will be taught using a combination of online and remote instruction modes. This means that while some coursework may be completed online at a student’s own pace (asynchronous).

#### Student Responsibilities and Class Expectations

All students will complete the coursework according to the course schedule unless other arrangements are made before the due date. All students must attend the synchronous course meetings unless other arrangements have been made. If students are not able to attend, they should be in contact with the instructor and plan to watch the recordings of any sections they miss. Students should complete all course readings before coming to synchronous course meetings on the day in which they are listed. If you have questions about specific readings, please bring these questions with you to class as I will begin and end each synchronous meeting with time for questions.

**ASSIGNMENTS AND GRADING**

#### Assignments:

**Attendance and Participation – 20%**

* All students must attend the synchronous course meetings unless other arrangements have been made. If students are not able to attend, they should be in contact with the instructor and plan to watch the recordings of any sections they miss.
	+ Attendance is recorded automatically in Zoom.
	+ Students are allowed TWO absences during the semester.
	+ After two absences, your final grade will be affected if arrangements are NOT made with the instructor in advance of your absence.
* In class participation will also be factored into your grade. Please make sure that you are not only present, but are also an active participant in classroom discussions, breakout rooms, etc.

**Progress Reports – 30%**

* There are 3 progress reports that are due throughout the course of the semester. Specific information for each progress report is available on Canvas and will be discussed during our synchronous sessions.

**Other Assignments – 50%**

* There are other assignments due throughout the course of the semester (see Course Schedule and Assignments). Details for each assignment will be discussed during our synchronous sessions. You should bring a preliminary version of each assignment to class on the day that it is due. You will then upload a finalized version of the assignment before 11:59PM on the due date. **Assignments in BOLD require a submission via Canvas (Assignments section) before 11:59PM on due date. These are most often labeled Final XXXXXX.**

#### Submission Policies

All assignments must be submitted via Canvas. For full credit, you must submit your assignment before 11:59PM on the due date listed on the schedule. If you are unable to submit your assignment to Canvas, in the case that the CU network or Canvas itself is having technical issues, please submit your assignment to me via email. Please ALSO submit your assignment via Canvas once the network/system is available. If you do not know how to submit your assignment via Canvas, please see me for assistance. Hard copies of assignments will NOT be accepted. All assignments will be graded within two weeks of the due date (often sooner).

**COURSE AND UNIVERSITY POLICIES**

**Make-Up Assignments/Late Work:** Make-Up Assignments and/or extensions will only be given when arrangements have been made **prior** to the due date and/or if proper **documentation** is provided. Late work **will** be accepted. For every day of the week that your work is late, your final grade on the assignment will be lowered one full letter grade. Late assignments will NOT be accepted after 5 days. If you are communicating with me regarding difficulties that you are having, the above is often more flexible.

**Names and Pronouns:** CU Boulder recognizes that students' legal information does not always align with how they identify. Students may update their names and pronouns via the student portal; those names and pronouns are listed on instructors' class rosters. In the absence of such updates, the name that appears on the class roster is the student's legal name.

**Plagiarism and the Honor Code:** All students enrolled in a University of Colorado Boulder course are responsible for knowing and adhering to the Honor Code academic integrity policy. Violations of the policy may include plagiarism, cheating, fabrication, lying, bribery, threat, unauthorized access to academic materials, clicker fraud, submitting the same or similar work in more than one course without permission from all course instructors involved, and aiding academic dishonesty. All incidents of academic misconduct will be reported to the Honor Code (honor@colorado.edu); 303-492-5550). Students found responsible for violating the academic integrity policy will be subject to nonacademic sanctions from the Honor Code as well as academic sanctions from the faculty member. Additional information regarding the Honor Code academic integrity policy can be found at the [Honor Code Office website](https://www.colorado.edu/osccr/honor-code). All assignments will be submitted via Canvas and will be checked for originality using Turnitin.

**Religious Holidays:** Campus policy regarding religious observances requires that faculty make every effort to deal reasonably and fairly with all students who, because of religious obligations, have conflicts with scheduled exams, assignments or required attendance. In this class, if you contact me, you will not be penalized for missing the class and you **WILL** have the option to make-up any missed points. If there is an exam or an assignment is due during the absence, please see me in advance in order to make arrangements for making up the exam, submitting the assignment, etc. For more information on the campus policy regarding religious observances, please visit: <https://www.colorado.edu/policies/observance-religious-holidays-and-absences-classes-andor-exams>.

**Accommodation for Disabilities:** If you qualify for accommodations because of a disability, please submit your accommodation letter from Disability Services to your faculty member in a timely manner so that your needs can be addressed.  Disability Services determines accommodations based on documented disabilities in the academic environment. Information on requesting accommodations is located on the [Disability Services website](https://www.colorado.edu/disabilityservices/). Contact Disability Services at 303-492-8671 or dsinfo@colorado.edu for further assistance.  If you have a temporary medical condition, see [Temporary Medical Conditions](http://www.colorado.edu/disabilityservices/students/temporary-medical-conditions) on the Disability Services website.

**Classroom Behavior:** Both students and faculty are responsible for maintaining an appropriate learning environment in all instructional settings, whether in person, remote or online. Those who fail to adhere to such behavioral standards may be subject to discipline. Professional courtesy and sensitivity are especially important with respect to individuals and topics dealing with race, color, national origin, sex, pregnancy, age, disability, creed, religion, sexual orientation, gender identity, gender expression, veteran status, political affiliation, or political philosophy. For more information, see the policies on [classroom behavior](http://www.colorado.edu/policies/student-classroom-and-course-related-behavior) and the [Student Code of Conduct](https://www.colorado.edu/sccr/sites/default/files/attached-files/2020-2021_student_code_of_conduct_0.pdf).

**Sexual Misconduct, Discrimination, Harassment and/or Related Retaliation:** The University of Colorado Boulder (CU Boulder) is committed to fostering an inclusive and welcoming learning, working, and living environment. CU Boulder will not tolerate acts of sexual misconduct (harassment, exploitation, and assault), intimate partner violence (dating or domestic violence), stalking, or protected-class discrimination or harassment by members of our community. Individuals who believe they have been subject to misconduct or retaliatory actions for reporting a concern should contact the Office of Institutional Equity and Compliance (OIEC) at 303-492-2127 or cureport@colorado.edu. Information about the OIEC, university policies, [anonymous reporting](https://cuboulder.qualtrics.com/jfe/form/SV_0PnqVK4kkIJIZnf), and the campus resources can be found on the [OIEC website](http://www.colorado.edu/institutionalequity/).

Please know that faculty and graduate instructors have a responsibility to inform OIEC when made aware of incidents of sexual misconduct, dating and domestic violence, stalking, discrimination, harassment and/or related retaliation, to ensure that individuals impacted receive information about their rights, support resources, and reporting options.

**Campus Resources:**

* **Center for Inclusion and Social Change:** Location: C4C, Suite N320. Phone: (303) 492-0272. Website: [www.colorado.edu/cisc/](http://www.colorado.edu/cisc/)
* **Office of Victim Assistance:** Location: C4C, Suite N450**.** Phone: (303) 492-8855. Website: [www.colorado.edu/ova/](http://www.colorado.edu/ova/)
* **Ombuds Office** (confidental and informal): Location: 4C, Suite N440. Phone: (303) 492-5077. Website: [www.colorado.edu/ombuds/](http://www.colorado.edu/ombuds/)
* **Writing Center:** Location: Norlin E111. Phone: (303) 735-6906. Website: [www.colorado.edu/pwr/writing-center/](http://www.colorado.edu/pwr/writing-center/)

**Requirements for COVID-19:** As a matter of public health and safety due to the pandemic, all members of the CU Boulder community and all visitors to campus must follow university, department and building requirements, and public health orders in place to reduce the risk of spreading infectious disease. Students who fail to adhere to these requirements will be asked to leave class, and students who do not leave class when asked or who refuse to comply with these requirements will be referred to Student Conduct and Conflict Resolution. For more information, see the policies on [classroom behavior](http://www.colorado.edu/policies/student-classroom-and-course-related-behavior) and the [Student Code of Conduct](http://www.colorado.edu/osccr/). If you require accommodation because a disability prevents you from fulfilling these safety measures, please see the “Accommodation for Disabilities” statement on this syllabus.

As of Aug. 13, 2021, CU Boulder has returned to requiring masks in classrooms and laboratories regardless of vaccination status. This requirement is a temporary precaution during the delta surge to supplement CU Boulder’s COVID-19 vaccine requirement. Exemptions include individuals who cannot medically tolerate a face covering, as well as those who are hearing-impaired or otherwise disabled or who are communicating with someone who is hearing-impaired or otherwise disabled and where the ability to see the mouth is essential to communication. If you qualify for a mask-related accommodation, please follow the steps in the “Accommodation for Disabilities” statement on this syllabus. In addition, vaccinated instructional faculty who are engaged in an indoor instructional activity and are separated by at least 6 feet from the nearest person are exempt from wearing masks if they so choose.

Students who have tested positive for COVID-19, have symptoms of COVID-19, or have had close contact with someone who has tested positive for or had symptoms of COVID-19 must stay home. In this class, if you are sick or quarantined, please let me know and I will work with you so that you are able to complete the requirements for the course as you are able.

**Basic Needs Statement:** It can be difficult to manage everyday life as a college student. It can become increasingly challenging to do your best if you’re having problems meeting basic needs like having a safe place to live and sleep and enough food to eat. If you’re experiencing these, or any other challenges in your life, please know that there are many resources on campus and in the greater community that can help. Please talk to me and we can work together to make sure any needs that you have are met. I am always here to help.

* If you’re facing food insecurity, reach out to food@colorado.edu, and they will work with you to find food resources.
* If you’re having trouble paying rent or facing housing insecurity, you can get in touch with these advocates: [Boulder County Housing & Human Services](https://www.bouldercounty.org/families/housing/rental-assistance/#about) at 303-441-1000 or [Off-campus Housing](https://www.colorado.edu/offcampus/) at och@colorado.edu & 303-492-7053.
	+ For assistance with landlord-tenant matters, contact [Mediation Services](https://bouldercolorado.gov/community-relations/mediation-program) at 303-441-4364 & mediation@bouldercolorado.edu.
* A [**Student Emergency Fund**](https://www.colorado.edu/studentaffairs/student-emergency-fund) has been created to support students experiencing a temporary financial hardship as a result of COVID-19. Other campus resources are available here (including mental health resources and [free therapy](https://www.colorado.edu/counseling/)).
* [Case manager resources](https://www.colorado.edu/studentaffairs/sscm) are also available to help you find appropriate campus and local resources.
* A 24/7 [**Suicide Prevention hotline**](https://www.colorado.edu/resources/suicide-prevention) is available for you: just call 303-492-2277.

#### Netiquette and Zoom Classroom Expectations

The syllabus statement on Classroom Behavior (see below in Course and University Policies section) also applies to the Zoom classroom. You are expected to be professional and respectful, regardless of the space. Here are some additional expectations for our Zoom classroom:

**General**

* Sign in with your **first and last name** AND **include your pronouns** (i.e., Amanda Stewart she/her).
	+ If you do not use the name that is listed in the official CU system, please see the Names and Pronouns section of the syllabus below and update your information there so that what I see in Zoom matches what is in Canvas/the grading system.
* Try to limit your online engagement during class to our in class activities. Please close any/all apps that are not relevant to class and turn off any notifications/sounds that may be disruptive.
* If you do not have access to a computer/smartphone with internet access, you may be able to call in. Please contact CU Tech Support for assistance with this option.
	+ Please also please let me know so I can also help to troubleshoot any access issues.

**Video**

* Please turn on your video, whenever possible. It’s helpful for everyone to be able to see each other, just as we would in an in-person class.
	+ That said, Zoom can be exhausting. It’s okay to turn off video if you need a break. I would rather have you in class with no video, than not have you in class.
	+ If you have limited bandwidth or no webcam, it’s also okay to not use video.
	+ I understand that privacy is also an issue on Zoom. Please feel free to change your background to give yourself a bit more privacy. There are lots of fun backgrounds available online. That said, please make sure that your background is classroom appropriate.

**Audio**

* Please mute your microphone when you are not talking. This helps to eliminate background noise and allows everyone to concentrate on the current speaker.
* If you have headphones with a microphone, you may want to use them as this often improves audio quality.
* Do your best to find a quiet, distraction-free spot before you log in. I understand that this can be difficult, especially if you are living in a shared space. I understand that the occasional roommate, parent, child, family member, dog, cat, pet, etc. may pop in and that’s okay. This is also a challenge for me. You will very likely see my dog, or at least his ears, make an appearance on Zoom this semester.

**Chat**

* If you use the chat window, please try to stay on topic, as much as possible.
* As expected in all in-person courses, please be respectful. Disrespect and hate speech will not be tolerated.

**Course Schedule and Assignments**

* Schedule and assignments subject to change at the discretion of the instructor.
* Readings should always be completed BEFORE coming to class/completing the assignments on the day on which they’re listed.
* **Assignments in BOLD require a submission via Canvas (Assignments section) before 11:59PM on due date.**

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| --- | --- | --- | --- |
| **Date** | **Readings** | **Discussion/Check-ins** | **Due - Bring to class and upload finalized version before 11:59PM.** **(Items in BOLD only)** |
| 24 August | * Course Syllabus
 | **Welcome to SOCY 4441 –** **Senior Honors Seminar*** Introductions
* Course Overview
* Questions/Challenges
* Honors Project Summary (1 page)
* Where are YOU at? (Online Survey)
 | --- |
| 31 August  | * SOCY Honors docs
* IRB Website
* Investigator Manual
* eRA Submission Guides
 | **Honors AND Doing Sociological Research*** Check-ins
* Questions/Challenges
* Quick Honors Overview
	+ Committee Membership
* Honors Timeline
* IRB Overview/Check-in
	+ Do you NEED to submit an IRB?
 | * Online Survey
* Complete Citi Training (if you haven’t already)
* **Honors Project Summary (1 page)**
 |
| 7 September | * Investigator Manual
* eRA Submission Guides
 | **Research Ethics and** **Navigating the CU IRB*** Guest - Doug Grafel (CU IRB)
* Outlining Your Thesis
* Check-ins
* Questions/Challenges
 | * Draft of IRB (bring questions for Doug).
* Draft Honors Project Timeline
* Draft of Committee Membership List
 |
| 14 September | * Pacific Sociological Association Website
* Funding for students (PACE Website)
 | **Presenting (and Funding) Sociological Research*** Check-ins
* Questions/Challenges
* PSA conference submission process and deadlines
* CU PACE Funding
* PSA and PACE deadlines - TBA
 | * Submit Finalized IRB (if not before)
* **Final Honors Project Timeline**
* **Final Committee Membership List**
 |
| 21 September | * Watch Thesis Registration Tutorial
 | **Outlining Your Thesis*** Check-ins
* Questions/Challenges
* Research Methods
 | * Draft of Thesis Registration Information

(based on video)* Outline of PSA Submission (optional)
* PACE Funding Application (optional)
 |
| 28 September | * Research Methods - TBA
 | **Research Methods** * Check-ins
* Questions/Challenges
 | * Draft of Detailed Thesis Outline
 |
| 5 October | * Literature Reviews - TBA
 | **Literature Reviews*** Check-ins
* Questions/Challenges
* Reminder: Thesis Registration

<https://cuboulder.qualtrics.com/jfe/form/SV_2hlroJCFakgF5Iy> | * Draft of Methods Description
* **Final Detailed Thesis Outline**
* Thesis Registration Deadline (Submit Online Form before 11:59PM)
 |
| 12 October | * Data Preparation, Collection, and Analysis - TBA
 | **Data Preparation, Collection,** **and Analysis** | * Draft of Literature Summary
* **Final Methods Description**
 |
| 19 October | -- | **Workday (In class meet up)** – * Bring any/all questions with you! Breakout rooms for small group discussions/brainstorming/peer review.
 | * Draft Data Collection and Analysis Plan
* **Final Literature Summary**
 |
| 26 October | -- | **Individual Meetings** – * Bring your questions/concerns/progress report.
 | * **Progress report #1**
* **Final Data Collection and Analysis Plan**
 |
| 2 November | -- | **Workday (Optional in class meet up) -*** Bring any/all questions with you! Breakout rooms for small group discussions/brainstorming/peer review.
 | -- |
| 9 November | -- | **Individual Meetings** – * Bring your questions/concerns/progress report.
 | * **Progress report #2**
 |
| 16 November | -- | **Workday (Optional in class meet up) -** * Bring any/all questions with you! Breakout rooms for small group discussions/brainstorming/peer review.
 | -- |
| 23 November | -- | **No Class – Fall Break** | -- |
| 30 November | -- | **Workday/Troubleshooting****(In class meet up) -** * Bring any/all questions with you! Breakout rooms for small group discussions/brainstorming/peer review.
 | * **Progress report #3**
* Draft of Timeline and Goals for Break
 |
| 7 December | -- | **Semester Wrap Up** – * Timeline for Spring 2022 and

Thesis Completion | * **Final Timeline and Goals for Break**
 |

**Important Thesis Deadlines – Spring 2022**

(See <https://www.colorado.edu/honors/sites/default/files/attached-files/spring_2022_honors_thesis_deadlines_2.pdf> for more details.)

* + April 6, 2022 – Last day to defend AND defense copy due by 4PM
	+ April 11, 2022 – Final copy due on CU Scholar by 11:59PM
	+ April 15, 2022 – Students will be emailed honors designation by 5PM
	+ TBA - Honors Convocation