**SOC 4100 Sociology as a Vocation II**

**Winter 2020**

**Online**

**Instructor**: David M. Merolla, PhD **Office**: 2253 FAB

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**Office** **Hours:** Thursday 2-4, or by appointment

**Course Description:**

This course will provide an opportunity for students to think retrospectively about their experiences in college and think prospectively about their next steps in their careers. Students will systematically their academic accomplishments and build a personal academic portfolio. Students should end this course with a sense of pride in what they have accomplished as sociology majors, a clearer vision for their future career, and be more prepared to transition out of college.

**Learning Outcomes:**

After completing this course students will be able to:

1. **Produce** a personal academic portfolio.

2. **Describe** the work they have completed in college and how it can translate to potential careers.

3. **Give examples of** specific ways to find employment opportunities related to sociology

4. **Plan** to transition out of college and into a new stage in life.

**Requirements:**

The primary goal of this course will be to create an academic portfolio in the form of a webpage on Canvas. Your academic portfolio is a demonstration of your very best collegiate work and most notable achievements during your college career. **Each student may make adaptations based on their own goals (e.g., graduate school, professional school, or occupation). You may complete assignments regarding graduate/professional school or employment; you do not need to do both.**

The components of the academic portfolio for this course are:

1. A list of professional (not personal) references with accurate and up to date contact information.

2. A resume or curriculum vitae. Make sure that your resume is not only error-free, but also up-to-date and available to download.

3. A list of three job, graduate/professional school, or internship opportunities that you could potentially apply to.

4. A cover letter or personal statement that you can include with job or graduate school applications. Each student will write either a cover letter or a personal statement, depending on their goals.

5. A blog post about a current even that is relevant to the work that you intend to make a career out of. In fact, demonstrating that you keep up with trends in your industry is a good indicator that you are dedicated to your career goals.

7. The best representation(s) of your academic work.

8. A short bio about who you are. This lets employers or admissions committees get to know a bit about your personality.

Each component of the portfolio has a module on Canvas with more information about what should go into it. You must get all of the components approved in order to pass this course. Once you have complied all of these items, you are ready to create a digital resume.

Your portfolio can continue to grow after this course; it’s possible that through the exercise of creating your portfolio, you can identify areas for improvement as you continue your academic career.

**General Course Policies:**

**Canvas.** This online course will use Canvas to organize grades, post important announcements, and communicate information to students. Students should check Canvas regularly and ensure that their notifications are set to receive important updates about the course. Students should consider taking the online Canvas training offered by the Office of Teaching and Learning.

**Office Hours.** Office hours are designed for me to answer specific questions or assist with specific aspects of an assignment. Please come to office hours with questions ready and attempt to complete assignments independently prior to coming to office hours. If you think you will need more that 20 minutes of time, please schedule an appointment.

**Final Grades.** Final grades submitted by the instructor are **final.** If you believe that there has been a clerical error or other mistake you may inquire for an accounting of your grade.  **Grades are based solely on your scores on course assignments and will not be arbitrarily adjusted** at the end of the term. If you are having difficulty with course assignments for any reason, you must contact me as soon as possible.

**Academic Honesty.** Students are expected to display academic integrity in all of their work for this course. Academic dishonesty includes cheating, fabrication, and plagiarism. I have a zero tolerance policy for academic misconduct; my student who displays academic dishonesty in their work will receive a zero for the assignment in question and may be referred to the dean of students for further disciplinary action. If the behavior is particularly blatant or egregious, you may fail the entire course. If you have any questions about academic honesty, please contact me immediately.

### Honor Code. Students are bound by the Wayne State University honor code that states: “Wayne State University holds its students to the highest academic standards. Pride in the University and in oneself requires students to maintain an environment free from any breach of academic honesty. As lifelong representatives of Wayne State, we seek to cultivate honor, integrity, and civility in order to ensure that we earn our degree honestly and that we provide an ethical platform for our continued success”

### Registration. Students may drop this class through January 17.  Classes that are dropped do not appear on the transcript. After January 17 students are no longer allowed to drop but must withdraw from classes. It is the student’s responsibility to request the withdrawal through the registrar’s office. Failure to do so will result in a grade of F. Students must be passing at the time of the request to receive a grade of ‘WP.’ After March 22, you cannot withdrawal from the course and you will receive a letter grade. Incomplete ‘I’ grades are given in very limited circumstances to students who are passing the course and cannot complete final assignments due to extraordinary circumstances. Students that get a grade of incomplete must complete all assignments by May 30,2020.

### Disability. If you have a documented disability that requires accommodations, you need to register with Student Disability Services (SDS) for coordination of your academic accommodations. The Student Disability Services (SDS) office is located at 1600 David Adamany Undergraduate Library in the Student Academic Success Services department. SDS telephone number is 313-577-1851 or 313-577-3365 (TDD only). Once you have your accommodations in place, I will be glad to meet with you privately during my office hours to discuss your special needs. Student Disability Services’ mission is to assist the university in creating an accessible community where students with disabilities have an equal opportunity to fully participate in their educational experience at Wayne State University.