

Sociology 602/702
Seminar in Professional Sociology
Fall 2015/Winter 2016

Professor: Dr. Fiona Nelson

**Office
Location:** SS 940

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Office Hours: Fall 2015: Wednesdays, 9:00 – noon
Winter 2016: Tuesdays, 1:00 – 4:00 p.m.

Class: Select Fridays from 1:00 – 3:50 in SS 921

Course Description

This seminar is designed to introduce students both to the graduate program and to the professional and academic worlds of sociology. Students will be provided with relevant resources, given opportunities to practice some writing and presentation skills, and will be offered a safe and supportive atmosphere in which to discuss their grad school experiences and to ask any questions as they arise.

Course Objectives

The primary objective is to help students begin to gather the information, and develop the skills, that will assist them in completing their graduate degrees and going on to employment or further study afterward. In the Fall semester, discussion topics will include the grad student experience/trajectory; TA'ing; applying for scholarships; becoming familiar with library resources; and choosing a supervisor. In the Winter semester, a closer focus on writing and presentation skills will help students to prepare presentations for the Sociology Graduate Student Research Symposium as well as their own thesis proposals and, in the case of doctoral students, prepare an article for submission.

Course Requirements

This is a pass/fail class and attendance is mandatory in order to pass. Absences should be explained by a doctor's note or some other form of documentation. Students are expected to participate in class discussions and activities. This course is designed, in part, to help you navigate your first year in the Graduate Program, so please do bring any questions, concerns or discussion topics you might to share with the class.

Assigned readings are listed below. All articles/tutorials are accessible online, and the book will be available in the bookstore. Please complete the readings before the class in which they will be discussed and come to class prepared to discuss them.

There is a **small assignment most classes**, generally related to the required readings.

Apart from the in-class assignments, the other course requirements are:

-All students must make a presentation at the Annual Sociology Graduate Student Research Symposium (early March, 2016)

-All M.A. Students must (in consultation with their supervisor) prepare a research proposal to be approved by their supervisor, and submitted to the department, by May 16, 2016. This is a requirement in order to receive departmental funding for Spring/Summer (and in order to move forward with the thesis research)

-Doctoral Students must, by May 16, 2016, prepare a draft article which will be sent out to two anonymous faculty reviewers who will provide feedback, generally within about four weeks. There is an expectation that doctoral students will then revise their papers and submit them to a journal or conference.

Required Book

Belcher, Wendy Laura. 2009. *Writing Your Journal Article in 12 Weeks: A Guide to Academic Publishing Success*. Los Angeles: Sage.

*This book will not be required until the Winter semester.

**In addition, there will be several articles/readings as indicated on the Schedule of Topics, Readings and Assignments.

Email Policy

I generally do not answer emails over the weekend or after 5:00 p.m. on weekdays. If you have a course-related question, please check the course outline first. Also, please e-mail me for administrative purposes only, for example to set up an appointment. Please do not use e-mail as a replacement for an office visit, if there is something you want to discuss. Questions about the course content, readings and assignments, or any other personal/academic issues, should be dealt with in person during my office hours (or by appointment).

REQUIRED ADMINISTRATIVE DETAILS

Handing in Papers, Assignments

1. The main Sociology Department office does not deal with any course-related matters. Please speak directly to your instructor.
2. **Protection of Privacy:** The Freedom of Information and Protection of Privacy (FOIPP) legislation does not allow students to retrieve any course material from public places. Anything that requires handing back will be returned directly during class or office hours. If students are unable to pick up their assignments from the instructor, they provide the instructor with a stamped, self-addressed envelope to be used for the return of the assignment.
3. Final grades are not posted by the Sociology Department. They are available only online.

Research Ethics

Students are advised that any research with human subjects – including any interviewing (even with friends and family), opinion polling, or unobtrusive observation – must have the approval of the Faculty Ethics Committee. In completing course requirements, students must not undertake any human subjects research without discussing their plans with the instructor, to determine if ethics approval is required.

Academic Misconduct

Please refer to the website listed below for information on University of Calgary policies on Plagiarism/Cheating/Other Academic Misconduct: <http://www.ucalgary.ca/pubs/calendar/current/k-2-1.html>

Deferrals

When possible, please provide advance notice if you are unable to write an exam or complete/turn-in assignments on time. All requests for deferral of a course component due to health reasons must be accompanied by written documentation as outlined in the University Calendar and should be obtained while the student has the health issue rather than after recovery. Deferrals will be allowed in the following circumstances: illness, domestic affliction or religious conviction. Travel arrangements, misreading the syllabus, and scheduling conflicts with other classes or employment are not valid reasons for requesting a deferral. Deferrals will not be granted if it is determined that just cause is not shown by the student.

If you have missed a test for a legitimate reason, the instructor can require you to write a “make up” test as close in time to the original test as possible or can choose to transfer the percentage weight to another course component. If the instructor schedules a “make up” test for you, its date and location will be at the convenience of the Department of Sociology.

Deferred Final Exam Form: Please note that requests to defer a Registrar scheduled final exam are dealt with through the Registrar’s Office. Further information about deadlines, and where paperwork should be taken, is available on the form, which can be found at: http://www.ucalgary.ca/registrar/files/registrar/Sp_Su_DFE_App.pdf

Deferred Term Work Form: Deferral of term work past the end of a term also requires a form to be filled out. It’s available at <http://www.ucalgary.ca/registrar/files/registrar/defTW.pdf>

Once an extension date has been agreed between instructor and student, the form should be taken to the Faculty of Arts Program Information Centre (SS 110) for approval by an Associate Dean (Students).

Student Representation

The 2015-16 Students' Union VP Academic is Stephan Guscott: email: suypaca@ucalgary.ca. The Faculty of Arts has four SU representatives who may be contacted at any of the following email addresses: arts1@ucalgary.ca, arts2@ucalgary.ca, arts3@ucalgary.ca, and arts4@ucalgary.ca. You may also wish to contact the Student Ombudsperson for help with a variety of University-related matters: <http://www.ucalgary.ca/provost/students/ombuds/role>

Emergency Evacuations

In the case of fire or other emergency evacuation of this classroom, please proceed to the assembly point at **the Professional Faculties Food Court**. Please check these assembly point locations for all of your classes at: <http://www.ucalgary.ca/emergencyplan/assemblypoints>

Safewalk

The University of Calgary provides a "safe walk" service to any location on Campus, including the LRT, parking lots, bus zones, and campus housing. For Campus Security/Safewalk call 220-5333. Campus Security can also be contacted from any of the "Help" phones located around Campus.

Academic Accommodation

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services ; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/. Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor. The full policy on Student Accommodations is available at http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy_0.pdf

FALL, 2015: TOPICS, READINGS AND ASSIGNMENTS

Week 1 – September 18th:

Introduction to the Course; TA'ing; The Grad Experience

Readings: Adler, P.A., & Adler, P. (2005). The Identity Career of the Graduate Student: Professional Socialization to Academic Sociology. *The American Sociologist*, 36:11-27.
<http://link.springer.com.ezproxy.lib.ucalgary.ca/article/10.1007/s12108-005-1002-4>

Ferrales, G. and Fine, A.F. (2005). Sociology as a Vocation: Reputations and Group Cultures in Graduate School. *The American Sociologist*, 36: 57-75
<http://link.springer.com.ezproxy.lib.ucalgary.ca/article/10.1007/s12108-005-1005-1>

Assignment: Note what you consider to be the most significant arguments/observations in each article and come with at least two discussion questions/topics for each article. Also be prepared to discuss what you found to be the most useful/interesting/or in any other way striking information you encountered during the T.A. Orientation that you attended on September 11th.

Week 2 – October 2nd:

Writing an Effective Scholarship Application

*Guest speaker: Dr. Ariel Ducey

Readings: “FGS Tips for Creating Strong Funding Applications”
http://grad.ucalgary.ca/awards/creating_strong_applications

“Listing Publications on a CV or Scholarship Application”
http://grad.ucalgary.ca/awards/categories_of_publications

Kraicer, J. (2010). The Art of Grantmanship. *Human Frontier Science Program*
<http://www.hfsp.org/sites/www.hfsp.org/files/webfm/Communications/The%20Art%20of%20Grantsmanship.pdf>

Assignment: Come to class with a draft of the research proposal/statement of program that you will be working on for your scholarship application. These will be shared with, and reviewed by, your classmates.

Week 3 – October 16th:

The Library and Other Resources

Meeting Location to be Announced

Week 4 – October 30th:

Departmental Speed-meet and Coffee Klatch

Assignment: Come to class with several copies of a half-page, point-form, overview of your work and research interests. Be sure to include your name and contact information. Print this on a full sheet so that there is room for notes.

Week 5 – November 20th:

Approaching Prospective Supervisors and The Supervisory Relationship

Reading: Haggerty, K.D. (2010). Tough Love: Professional Lessons for Graduate Students. *American Sociologist*, 41:82-96.
<http://link.springer.com.ezproxy.lib.ucalgary.ca/article/10.1007/s12108-010-9088-8>

Assignment: Note what you consider to be the most significant arguments/observations in the article and come with at least two discussion questions/topics.

Week 6 – December 4th:

Wrapping up the Fall Semester

Assignment: No pre-set topic. This is a chance to debrief the Fall semester and look ahead to the Winter semester. Come with any topics/questions/concerns you might want to discuss. Some pre-holiday treats will also be on hand.

WINTER, 2016: TOPICS, READINGS AND ASSIGNMENTS

Week 1 – January 15th:

Writing: Proposals, Abstracts, Lit Reviews

Readings: Ashkanasy, N.H. (2010). Publishing Today is More Difficult than Ever. *Journal of Organizational Behavior*, 31:1-3.
<http://onlinelibrary.wiley.com.ezproxy.lib.ucalgary.ca/doi/10.1002/job.676/abstract>

Department of Sociology: General Guidelines for Preparing a Thesis Prospectus
http://soci.ucalgary.ca/sites/soci.ucalgary.ca/files/Prospectus_-_Info_-_Rev.pdf

Belcher: pp. xi-41; 139 - 169

Assignment: Note what you consider to be the most significant arguments/observations in the Ashkanasy article and each book chapter, and come with one or two discussion questions/topics for the article and each chapter.

Week 2 – January 29th:

Writing: Theses, Books, Articles

Readings: Cornall, M. (2010). From the Editor: Ten Most Likely Ways an Article Submission Fails to Live up to Publishing Standards. *Journal for the Scientific Study of Religion*, 49, 4.
<http://onlinelibrary.wiley.com.ezproxy.lib.ucalgary.ca/doi/10.1111/j.1468-5906.2010.01531.x/abstract>

Belcher: pp. 43-97

Assignment: Note what you consider to be the most significant arguments/observations in the article and each book chapter, and come with one or two discussion questions/topics for the article and each chapter.

Week 3 – February 12th:

Writing: CVs, Teaching Dossiers, Cover Letters

Presenting: Putting Together a Scholarly Presentation

Readings: Radel, Jeff. Preparing Effective Oral Presentations. (online tutorial)
http://www.kumc.edu/SAH/OTEd/jradel/Preparing_talks/TalkStrt.html

Radel, Jeff. Designing Effective Visuals. (online tutorial)
http://www.kumc.edu/SAH/OTEd/jradel/Effective_visuals/VisStrt.html

Presentation Design (U of C online document)
http://people.ucalgary.ca/~design/engg251/First%20Year%20Files/pres_design.pdf

Assignment: Note what you consider to be the most significant arguments/observations in each tutorial/document, and come with one or two discussion questions/topics for each.

Week 4 – February 26th:

Practice Session for Symposium

Assignment: This session will be one week prior to the Annual Sociology Graduate Student Research Symposium. Bring your presentation notes and slides and have a practice run, with feedback, with your classmates.

Week 5 – March 11th:

Ethics and Human-Subject Research

Readings: Steps in the CFREB Application Process
http://www.ucalgary.ca/research/files/research/140610-cfreb_description_of_the_application_and_review_process.pdf

Research Activities Exempt From CFREB Review
http://www.ucalgary.ca/research/files/research/150130-cfreb_research_exempt_from_review.pdf

Common Issues and How to Avoid Them
http://www.ucalgary.ca/research/files/research/150218-cfreb_common_issues_2015.pdf

Ethical Considerations for Research in University of Calgary Courses
http://www.ucalgary.ca/research/files/research/141105-cfreb_research_in_courses.pdf

Assignment: Complete the TCPS2 CORE tutorial (takes about three hours) and print your certificate.
University link to the tutorial (with some useful information):
<http://www.ucalgary.ca/research/research-services-office-rso/ethics-compliance/tcps2-core-tutorial>

Week 6 – April 1st:

Tales from the Field

**Session with senior and former MA and PhD students*

Readings: Bowness, S. (2015) Awakening to Alt-Ac Careers. *University Affairs*: October.
http://www.universityaffairs-digital.com/universityaffairs/201510?sub_id=ad7id3D2IWAY&folio=10&pg=12#pg12

Van Vooren, N., and Spalter-Roth, R. (2011). *Sociology Master's Graduates Join the Workforce*. Research brief prepared for the American Sociological Association.

Access through:

http://www.asanet.org/research/briefs_and_articles.cfm

Spalter-Roth, R., Thomas, J., and Levine, F.J. (2000). *New Doctorates in Sociology: Professions Inside and Outside the Academy*. Research brief prepared for the American Sociological Association.

Access Through:

http://www.asanet.org/research/briefs_and_articles.cfm

Spalter-Roth, R., and Pendry, C. (2013). *Postdoctorates: Another Stage in the Sociology Pipeline?* Research brief prepared for the American Sociological Association.

Access through:

http://www.asanet.org/research/briefs_and_articles.cfm