Ethnographies of Work 1 Syllabus – SOSC 111 – 012 – 3 Credits
Fall 2022 – Session 1
Online-Synchronous
(SUBJECT TO CHANGE)

Course Number: 24920	Instructor Name: Prof. Douglas A. Medina
Cohort: House 4 - Cohort 3	Office Location: NCC 40th 605-I and Zoom
Days/Times: Tues. & Fri. 3:00-4:30pm	Consultation Hrs.: Wed. 2:00-3:30pm & by appt.
Course Location: Zoom	Email: douglas.medina@guttman.cuny.edu
Course Websites: Blackboard & Zoom	Phone: 646-313-8063 (leave a message)

Overview of Ethnographies of Work

Ethnographies of Work is a 2 semester course (EOW I in the Fall I; and EOW II in the Spring I semesters.). In EOW I, we master the ethnographic methods (research design, observation, mapping and interview), and we use workplaces as a research site to practice and refine our ethnographic skills. In EOW II, we focus on a critical analysis of the workplace, using a social science lens (including approaches from a historical, anthropological and sociological lens). In EOW II, we use our ethnographic skills to conduct original research and better understand the worlds of work. In both EOW I and EOW II, most classes will involve readings, discussions and live fieldwork.

Catalog Description

Ethnographies of Work I introduces students to sociological and anthropological perspectives on work as they investigate a range of careers. The course approaches work as a cultural system invested with meanings, norms, values, customs, behavioral expectations, and social hierarchies. Students pose key questions through the lens of ethnography in order to investigate workplaces, occupations, and career pathways in an urban context. Guided by the ethnographer's assumption that there's "always more than meets the eye," students are encouraged to uncover myths and stereotypes about the work world and gain appreciation of how and why work matters to individuals in a range of occupations. Students explore dimensions of work life in the context of contemporary dynamics of disruption, uncertainty, innovation, and diversity, and draw connections between the self and work through readings, films, interviews, and fieldwork. The centerpiece of the course is for students to compose and present ethnographic accounts of workplace relations and vocational pathways as they contemplate their own career journeys.

This course includes an Experiential Learning Opportunities (ELO) with the goal of a more transformational and engaged learning experience. ELOs value personal connection to deep applied learning, reflection, and analysis. ELOs help build core skills for long-term academic and career success.

Consider adding your successfully completed ELO experience to your resume and connecting with the Center for Career Preparation & Partnerships (CCPP) for further ELO planning to support your personal and professional goals.

Learning Outcomes

Upon successful completion of the course, students will be able to:

1. Identify and apply fundamental social science concepts and methods to explore the relationships between the individual and the world of work.
2. Begin to use a range of ethnographic methods to research and compose written and oral presentations on the behaviors and experiences of individuals in diverse work contexts.
3. Begin to analyze and evaluate ethnographic texts and data about work through the lens of social science perspectives and concepts.
4. Examine how an individual's place in society affects experiences, values, and choices, identifying how one's own life story promotes and constrains vocation and career decisions.
5. Articulate and apply responsible work habits in academic and field projects.

Required Texts

- There is no textbook purchase required for this course. All readings are available through Open Educational Resources (OER) or I will distribute them as necessary. We will make use of news and commentary sources throughout the course and discuss during class when relevant. I will also distribute a list of "Alternative Media and General Information Sources" as a supplement.
- Read at least one major newspaper to stay informed about the course content. CUNY students have access to free subscription services for the Wall Street Journal and The York Times. You are required to subscribe to at least one of these newspapers and to receive their daily headlines/updates. As often as possible, contrast the information in these sources with the Alternative Media and General Information Sources mentioned above.

Readiness and Support

Before you start this course, make sure you take the Are You Ready? Online Student Readiness Course if you haven't already done so. To register and begin the course, please click on this link and enter the code "learning" to join.

Also, please familiarize yourself with these important resources to help you navigate online learning at Guttman, "Distance Learning Resources for Students":

https://guttman.cuny.edu/news/coronavirus-updates/distance-learning-resources-for-students/

General Support

Learning in this format at this time is a challenge for all of us. Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, or needs mental health support and believes this may affect their performance in this course is urged to visit the Guttman Essential Information for Personal Well Being website for support and to email the Dean of Students at Dean.OSE@guttman.cuny.edu. Please use these resources for support and let your instructor know if we can support in any other ways.

Course Format

This course is an online-synchronous course meeting online through Zoom. ***We are required to meet twice per week for 1.5 hours each day. Our first meeting on Zoom will take place on Friday, September 9 at 3:00pm. CHECK THE BLACKBOARD COURSE SHELL TO FIND THE ZOOM LINK.***

For the most up-to-date information on CUNY COVID-19 guidelines, including key information for students, refer to the CUNY website.

To succeed in an online class, you must be motivated and well organized. Course materials are available via Blackboard ("Bb"). Regular Internet access is essential for successful completion of the course. If you have concerns about access to technology or internet, please contact the Office of Student Engagement at Dean.OSE@guttman.cuny.edu so that they can assist you.

If you need a laptop to complete your coursework, please reach out to IT directly. The link to the student laptop loan resources can be found here: Technology and Internet Services Guttman Community College

COVID Related Policies and Procedures

Course Policy on Illness
If you are not feeling well, do not come to campus. If you are staying home due to illness, email your professors and they will provide you with accommodations to complete your coursework remotely.

If you are COVID positive or think you may have been exposed to COVID-19, do the following:

- If you are on campus, go home and call your health provider.
- Contact Elie Yoesoep, our Campus Coronavirus Liaison and report your status: Elielce.Yoesoep@guttman.cuny.edu
- Follow the advice of your health professional and Elie about your presence on campus (when you can return to class, if you need to quarantine, isolate, etc.).

Student Success Agreement

You are required complete the "Student Success Agreement" in Module 1 of the course. It is designed to help me and you with holding each other accountable throughout the semester.

Technology Requirements

You must have access to the Internet to view/hear course materials. No special software is required. To participate in learning activities and complete assignments, you will need:

- Access to a working computer that has a current operating system with updates installed, plus speakers or headphones to hear lecture presentations (transcripts provided);
- Reliable Internet access and a Guttman email account;
- A current Internet browser that is compatible with Blackboard (Google Chrome is the recommended browser for Blackboard);
- Microsoft Word as your word processing program; and
- Reliable data storage for your work, such as a USB drive, Dropbox or Office365 OneDrive cloud storage.

Minimal Technical Skills Needed

Minimal technical skills are needed in this course. You must have consistent and reliable access to a computer and the Internet. The minimal technical skills you have include the ability to:

- Organize and save electronic files
- Use Guttman email and attached files
- Check email and Blackboard daily
- Download and upload documents
- Locate information with a browser

Technical Support

If you need access to a laptop, need support or have any technology, IT-related questions including about Blackboard, please contact the helpdesk and submit an online request at helpdesk@guttman.cuny.edu.

The Help Desk is open Monday – Friday from 8:00 AM – 6:00 PM. If you need Blackboard help outside of these hours, you can contact Blackboard support at: 646-664-2024 or go to https://www.cuny.edu/about/administration/offices/cis/core-functions/cuny-blackboard/helpsupport/

If you do not have regular, reliable access to internet, please contact Dean.ose@guttman.cuny.edu so they can assist you.

College-Wide Policies

All registered students are expected to follow all Guttman and CUNY rules and regulations, in particular the Code of Conduct, Academic Integrity Policy, Sexual Misconduct Policy, and CUNY's Policy on Acceptable Use of Computer Resources during the period of distance learning and online instruction. Any student found to be in violation of these policies can face disciplinary action.

Recording of Remote Classes: Consent Statement

Students who participate in this class with their camera on or use a profile image are agreeing to have their video or image recorded solely for the purpose of creating a record for students enrolled in the class to refer to, including those enrolled students who are unable to attend live. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live.

Policy on Academic Honesty

Guttman Community College considers intellectual honesty to be the cornerstone of all academic and scholarly work. GCC views any form of academic dishonesty as a serious matter and requires all instructors to report every case of academic dishonesty to its Academic Integrity Officer, who keeps records of all cases. All work submitted or posted by students in this course must be their own. Submission of writing or ideas which are not the original work of the student, or which is not adequately referenced, is considered plagiarism. Unintentional plagiarism is still plagiarism, so if you have any question about whether or not to acknowledge a source, acknowledge it. And if you are still uncertain, be sure to ask.   Refer to Article II of your Student Grievance Procedures for further details on academic honesty and Guttman's academic integrity procedures, at https://guttman.cuny.edu/students/studentconduct/manual-of-students-rights-and-responsibilities/#1535477682983-5927bfce-30b1 Penalties for academic dishonesty include academic sanctions, such as failing or otherwise reduced grades, and/or disciplinary sanctions, including suspension or expulsion.

Disability Support Services

In compliance with the American Disability Act of 1990 (ADA) and with Section 504 of the Rehabilitation Act of 1973, Guttman Community College is committed to ensuring educational parity and accommodations for all students with documented disabilities and/or medical conditions. It is recommended that all students with documented disabilities (Emotional, Medical, Physical and/ or Learning) consult the Office of AccessABILITY to secure necessary academic accommodations and adjustments for additional information and assistance please call 646-313-8833 or email accessabilityservices@guttman.cuny.edu.

Critical Incident Management

Guttman expects students to respect the rights, privileges and property of other people. Faculty are required to report disruptive behavior that interrupts their ability to teach, compromises the safety of the learning environment or inhibits students' ability to learn.

Viewpoint Tolerance

Some of the issues covered during the seminar may evoke strong emotions. Students, faculty and staff must be able to disagree respectfully with others on topics that are personally very important to them. Civility is essential to all scholarly discourse.

Starfish

Starfish is a communication tool for students, faculty, advisors, and many academic support and student service areas at Guttman. Instructors and advisors will use Starfish to provide you with feedback about your progress. Throughout the semester, you may receive emails or text messages regarding your academic performance and referrals to specific campus resources, such as peer mentors or tutors. You can use Starfish to "Raise Your Hand" and ask questions and make appointments with your advisor or with other service areas. To access Starfish log into my.guttman.cuny.edu and click the Starfish icon on the left side of the page. If you need help using Starfish, you can speak to your advisor.

Online Platform Etiquette

Please log in to any scheduled meetings on time. Maintain civil and respectful discourse whenever interacting with me and your fellow classmates. Whenever possible, log in to meetings from a quiet space.

Course Expectations

- Be prepared and an active participant in online activities. Your willingness to participate will affect your grade for the course. I will keep track of your participation online as part of your grade as described below.
- You are expected to read the news using suggested mainstream and alternative sources.

Late Work/Make-up Policy

All assignments, quizzes, and exams are due on Mondays at 10:00pm, except when there are no classes held on a Monday—an alternative due date will be provided (see semester schedule below).

Please plan accordingly and complete these assignments in advance of their deadlines to ensure any unanticipated circumstances do not result in a missed assignment. User error does not qualify you for any kind of makeup or retake opportunity. Completing and submitting the assignments or quizzes by the due date is your sole responsibility.

If you are concerned about missing a deadline, you may want to do any of the following:
- Post your assignment the day before the deadline; or
- Begin quizzes as soon as they are made available online.

Be Careful: The clock on your computer may be different than the clock in Blackboard. If the clock is different by one second, you will be locked out of the assignment or quiz. Plan accordingly. I recommend that you submit your assignments, quizzes, and exams well before the deadline.

"Make-Up / Extension Tokens" (MUETs)Policy

Each student will be automatically given two (2) "Make-Up / Extension Tokens" (MUETs). These are virtual tokens you can use at any time during the semester for late submission of assignments, EXCEPT FOR THE FINAL PAPER. I understand that life can be difficult sometimes and other things may have to take priority and you may not be able to submit your course work/assignments on time. When that happens in this class, you can submit the "Make-Up / Extension Token", no questions asked. However, you will have to submit the missed work the week before the final paper is due, at the latest! To use your token you should email me, your instructor, as soon as you realize you will need to use it. Once you use your two tokens, you will no longer be allowed to submit late assignments! You will not receive any credit for late submissions after you use your two tokens. So, use your tokens wisely!

Peer Support Clusters (PSC)

You will be randomly placed in a Peer Support Cluster (PSC). Each Cluster will have 3-5 students each. Assignments, discussion board posts, and other course tasks will require that you work with your Cluster. Pay close attention to the instructions for these group tasks because you will be graded on them, individually and, in some cases, as a cluster.

Course Module Schedule

You will complete one course module each week of the course with some weeks "off" due to scheduled holidays. Due dates for all assignments, including completion of quizzes, will be on *Mondays at 10:00 pm*. The site will shut down at 10:01pm so I strongly recommend that you do not procrastinate! A list of weekly topics and readings are listed below.

Weekly Calendar

Week	Topic	Reading / Notes / To Do Items
Mod. #1 Due: 9/19 Class on 9/9 & 9/13	➢ Individual introductions ➢ Course introduction and expectations ➢ Syllabus and course review	➢ Create one-minute introduction video ➢ Complete Journal entry: obstacles/challenges and how to overcome them (growth and mindfulness) ➢ How to Actively Engage Readings handout

	➤ Journal Entry and Student Success Agreement ➤ Effective communication	➤ How to communicate effectively and how to email your professor ➤ Complete quiz #1 related to content in this module
Mod. #2 Due: 9/28* Class on 9/16 & 9/20 *[No classes on 9/26 and 9/27]*	➤ Evaluating News and Scholarly Sources ➤ What is Ethnography? ➤ Group Assignments ➤ Building your vocabulary	➤ [Sign up for NYT and WSJ](#) ➤ Alternative News Sources Handout ➤ Library: [Credible Sources Tutorial](#) and [Fake News clip](#) ➤ Read: "Understanding Ethnography" and "Thinking Like an Ethnographer" ➤ Complete quiz #2
Mod. #3 Due: 10/3 Class on 9/23 & 9/30 *[No classes on 10/4 and 10/5]*	➤ Ethnography and Work ➤ Social Science Methods I ➤ Values and Work	➤ Watch "[An animated Introduction to Social Science](#)" ➤ Read: "Methods for Studying Work and Workplaces: Ethnography" by Vallas ➤ Complete discussion board entry: Values
Mod. #4 Due: 10/17 Class on 10/7 & 10/11	➤ Social Science Methods II: Autoethnography ➤ Research Ethics	➤ Read "Autoethnography" & "Research Ethics" ➤ Work on Assignment #1: Values exercise and autoethnography ➤ Semester Check-In -- #1 of 3
Mod. #5 Due: 10/24 Class on 10/14 & 10/18	➤ Social Science Methods III: Observations	➤ Read "Collecting Data and Taking Notes" & "Observations" online ➤ Complete quiz #3
Mod. #6 Due: 10/31 Class on 10/21 & 10/25 *[No classes on 10/26 and 10/28]*	➤ The Labor Market and Choosing a Career ➤ Capitalism Defined	➤ Assignment #1 Due ➤ Work on Assignment #2: Observation and Taking Notes ➤ "The Birth of Capital", Ch. 1, pp. 11-25, H. Thier
Mod. #7 Due: 11/7 Class on 11/1 & 11/4	➤ Who makes up the working class?	➤ "Six Points on Class", by M. Zweig ➤ Mid-Semester Check-In -- #2 of 3
Mod. #8 Due: 11/14 Class on 11/8 & 11/11	➤ Alienation and Emotional labor under capitalism	➤ "Four types of alienation…." by Profolus and "An extremely clear definition of emotional labor…." by L. Fessler
Mod. #9 Due: 11/21 Class on 11/15 & 11/18 *(NOTE: No classes Nov. 24-27)*	➤ Ideologies of Work: The "American Dream"	➤ *Free Time: The Forgotten American Dream*, by B.K. Hunnicutt, Preface and Intro, pp. vii-xi & 1-12 ➤ Assignment #2 Due ➤ Final Paper Introduction
Mod. #10 Due: 11/28 Class on 11/22 & 11/29	➤ Political Economy of the Modern Workplace	➤ *Temp*, Intro, by L. Hyman, Intro. pp. 1-14 ➤ "Permanently Temporary: The Truth About Temp Labor (Full Length)"

Mod. #11 Due: 12/5 Class on 12/2 & 12/6	➢ Putting it all together: Final Paper Preparation	➢ Course Review ➢ MUETs Due!
Mod. #12 Due: 12/16* Class on 12/9 & 12/13	➢ Final paper and course review	➢ Final Paper Due ➢ Final Semester Check-In -- #3 of 3

Evaluation, Grading, and Requirements of Students:

Online-Sync. Class Engagement (point system)   30%
(Journal entries/discussion board posts/writing assignments/wkly. reading/glossary/news reflections/other items as required)
Quizzes   20%
Assignment #1   15%
Assignment #2   15%
Final Paper   20%
Total: 100%
You will receive detailed instructions and descriptions of each item listed above separately

Grading Scale: Note that "NC" (No Credit) grades are not calculated into your GPA

Score %	0-59.9	60-66.9	67-69.9	70-72.9	73-76.9	77-79.9	80-82.9	83-86.9	87-89.9	90-92.9	93-96.9	97-100
Ltr Grade	F	D	D+	C-	C	C+	B-	B	B+	A-	A	A+
GPA	0.00	1.00	1.30	1.70	2.00	2.30	2.70	3.00	3.30	3.70	4.00	4.00