VIRGINIA COMMONWEALTH UNIVERSITY

Syllabus

Fall 2019

STAT/SOCY 508-901, Introduction to Social Statistics

Thursday- 4:00 -6:40 pm
Room- Harris Hall 2114

Instructor: Mita Basu  Office: Room 4131 Harris Hall

Office Hours: Thursday 3:00-3:50 PM
Friday 2:00-2:50 PM
Other hours by appointment and availability

Telephone/Voice Mail: 804-828-5603
E-mail: basum@vcu.edu

Required Text: STATISTICS- A GENTLE INTRODUCTION by Frederick L. Coolidge, 3rd edition; Sage publications (should be available at the VCU Bookstore).


2. STATISTICS- A GUIDE TO THE UNKNOWN by Roxy Peck, George Casella, George Cobb, Roger Hoerl, Deborah Nolan, Robert Starbuck, Hal Stern (Note: you do not have to buy these books, these are just for reference)
**Calculator:**
You should have a calculator that you know how to use and should bring this to class regularly. Instructions for using TI-83, TI-83 Plus, TI-84 and TI-84 Plus calculators are posted on Blackboard, but other calculators are acceptable as well. You will not be allowed to use cell phones on any graded assignment (tests or final exam). Sharing of calculators will not be allowed on any graded assignment and will be considered an Honors violation if observed. The department has a limited number of calculators that can be rented for the semester for $10.00. See Samantha Powell in Harris 4144 if you are interested.

**Web Link:**
The course website is [http://blackboard.vcu.edu](http://blackboard.vcu.edu). After logging (your username and password should be the same as your email account) go to *STAT 508 2019 Fall Introduction to Social Statistics* under “My Courses”. Syllabus, PowerPoint lectures will be posted under “Course Documents”. Formula sheets for tests, test reviews, quizzes will be posted under “Assignments”.

**Course Description:**
Statistical methods employed in the analysis of social and economic data and applications in decision making. The course aims at understanding variation, data collection, descriptive measures, probability, and statistical inference.

**Computing (SPSS):**
The class will introduce you to the Windows version of SPSS. The current version is 25.

Please see separate handout posted under Course documents about more information on SPSS. More details will be given in class on Thursday, August 22.

Also, I will be giving you handouts in class with SPSS examples from time to time. You can also use the VCU online help to learn SPSS.

**Course Objectives:**
To gain an understanding and working knowledge of the fundamental concepts of statistical methods, including the summary and description of data, analysis of data, and the use of statistical information as an aid in decision making. To recognize appropriate applications of these statistical methods, to perform the analysis, to explain the results, and to evaluate the findings prepared by others. To use computers and statistical software for data analysis and for preparing written reports that incorporate statistical findings.
Requirements:

Attendance, daily reading and homework, and active participation in class are required to master the material. Reading and homework will be assigned for each class meeting. For each class meeting, you should have read the material, attempted the assigned exercises, and be prepared to participate in the class discussion. **Take home quizzes will be assigned and they should be turned in on the due date for a grade.** Working the practice problems identified on the handouts for each class meeting is critical to mastering the material.

Attendance and Classroom Expectations:

Attendance will be checked at the beginning of each class. You should be seated and ready to begin class at the scheduled starting time. Late arrivals should be avoided, but if it occurs, please be respectful of others and be seated quickly to minimize interruptions. See the instructor after class to confirm your attendance. Other disruptions that should be avoided include getting up and leaving the room during class, talking during lectures, etc. **Please turn off cell phones or keep them in silent mode during lectures and labs.** A short break will be given at about the midpoint of each class session.

Grading:

<table>
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<tr>
<th>Test</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Test 1</td>
<td>10%</td>
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<tr>
<td>Test 2</td>
<td>20%</td>
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<tr>
<td>Test 3</td>
<td>20%</td>
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<tr>
<td>Final Exam,</td>
<td>30%</td>
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<tr>
<td>Graded Quiz</td>
<td>20%</td>
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<td></td>
<td>100%</td>
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In addition, class participation will be considered in assigning a semester grade. **Make-up tests are not given except in highly unusual circumstances, and only when arrangements are made with the instructor prior to the scheduled test date. Take home quizzes are due at the beginning of class on the due date.** Quizzes may not be completed late. Late quizzes will not be graded. However, one of the lowest quiz grades will be dropped in determining the quiz average.

Your course letter grade will be based on the ten point scale:

- 90 or above ⇒ A
- 80 – 89.99 ⇒ B
- 70 – 79.99 ⇒ C
- 60 – 69.99 ⇒ D
- Below 60 ⇒ F

Last Day To Withdraw:

Last day to withdraw from the course with a “W” is Friday, November 1.

Religious Observances:

Students who wish to miss class for religious observances must notify the instructor of their intention to do so by Friday, August 30 (VCU policy).
**Selected Dates:**

November 28, no class-Thanksgiving Break.

**Bad weather:** In case of inclement weather, class will meet if the university is open and will not meet if the university is closed. If the university is closed, the schedule will be adjusted by moving the planned activity for that day to the next scheduled class meeting, and a revised schedule will be posted on Blackboard.

**E-mail Policy:**

Email is considered an official method for communication at VCU because it delivers information in a convenient, timely, cost-effective, and environmentally aware manner. Students are expected to check their official VCU email on a frequent and consistent basis in order to remain informed of University-related communications. The university recommends checking email daily. Students are responsible for the consequences of not reading, in a timely fashion, university-related communications sent to their official VCU student email account. This policy ensures that all students have access to this important form of communication. It ensures students can be reached through a standardized channel by faculty and other staff of the university as needed. Mail sent to the VCU email address may include notification of university-related actions, including disciplinary action.

**VCU Honor System: Upholding Academic Integrity:**

The VCU Honor System policy describes the responsibilities of students, faculty and administration in upholding academic integrity, while at the same time respecting the rights of individuals to the due process offered by administrative hearings and appeals. According to this policy, "Members of the academic community are required to conduct themselves in accordance with the highest standards of academic honesty and integrity." In addition, "All members of the VCU community are presumed to have an understanding of the VCU Honor System and are required to:

- Agree to be bound by the Honor System policy and its procedures;
- Report suspicion or knowledge of possible violations of the Honor System;
- Support an environment that reflects a commitment to academic integrity;
- Answer truthfully when called upon to do so regarding Honor System cases;
- Maintain confidentiality regarding specific information in Honor System cases."

More information can be found at in the [VCU policy library](#) under the Education and Student Life tab.

**Student Conduct in the Classroom:**

According to the [Faculty Guide to Student Conduct in Instructional Settings](#), "The university is a community of learners. Students, as well as faculty, have a responsibility for creating and maintaining an environment that supports effective instruction. In order for faculty members (including graduate teaching assistants) to provide and students to receive effective instruction in classrooms, laboratories, studios, online courses, and other learning areas, the university expects students to conduct themselves in an orderly and cooperative manner." Among other things, cell
phones should be turned off while in the classroom. The Student Code of Conduct also prohibits the possession of or carrying of any weapon. For more information see http://register.dls.virginia.gov/details.aspx?id=3436.

Students with Disabilities:
Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, as amended, require that VCU provide "academic adjustments" or "reasonable accommodations" to any student who has a physical or mental impairment that substantially limits a major life activity. To receive accommodations, students must register with the Office of Student Accessibility and Educational Opportunity on the Monroe Park Campus (828-2253) or the Division for Academic Success on the MCV campus (828-9782). Please also visit the Student Accessibility and Educational Opportunity website and/or the Division for Academic Success website for additional information.

Once students have completed the registration process, they should schedule a meeting with their instructor(s) and provide their instructor(s) with an official accommodation letter. Accommodation letters will outline the required classroom accommodations. Additionally, if coursework requires the student to work in a lab environment, the student should advise the instructor or a department chairperson of any concerns that the student may have regarding safety issues related to a disability. Students should follow this procedure for all courses in the academic semester.

Mandatory responsibility of faculty members to report incidents of sexual misconduct:
It is important for students to know that all faculty members are mandated reporters of any incidents of sexual misconduct/violence (e.g., sexual assault, sexual exploitation and partner or relationship violence). This means that faculty cannot keep information about sexual misconduct/violence confidential if you share that information with them and they must report this information immediately to the university's Title IX Coordinator. In addition, department chairs, deans, and other unit administrators are required to report incidents of sex or gender-based discrimination to the university's Title IX Coordinator.
Confidential reporting sources include staff in Sexual Assault and Domestic Violence at the Wellness Resource Center, University Counseling Services and University Student Health Services. The Policy on Sexual Misconduct/Violence and Sex/Gender Discrimination - Interim, can be found in the VCU policy library and as a PDF here.

Statement on Military Short-Term Training or Deployment:
If military students receive orders for short-term training or for deployment/mobilization, they should inform and present their orders to Military Student Services and to their professor(s). For further information on policies and procedures contact Military Student Services at 828-5993 or access the corresponding policies.

Excused Absences for Students Representing the University:
Students who represent the university (athletes and others) do not choose their schedules. Student athletes are required to attend games and/or meets. All student athletes should provide their schedules to their instructors at the beginning of the semester. The Intercollegiate Athletic Council
strongly encourages faculty to treat missed classes or exams (because of a scheduling conflict) as excused absences and urges faculty to work with the students to make up the work or exam.

Campus Emergency information:

What to know and do to be prepared for emergencies at VCU:

- Sign up to receive VCU text messaging alerts. Keep your information up-to-date. Within the classroom, the professor will keep his or her phone on to receive any emergency transmissions.
- Know the safe evacuation route from each of your classrooms. Emergency evacuation routes are posted in on-campus classrooms.
- Listen for and follow instructions from VCU or other designated authorities. Within the classroom, follow your professor's instructions.
- Know where to go for additional emergency information.
- Know the emergency phone number for the VCU Police (828-1234).
- Report suspicious activities and objects.
- Keep your permanent address and emergency contact information current in eServices.

Important Dates:

Important dates for the Fall 2019 semester are available at:

You can view important dates for the semester in the academic calendar.

VCU Mobile:

The VCU Mobile application is a valuable tool to get the latest VCU information on the go. The application contains helpful information including the VCU directory, events, course schedules, campus maps, athletics and general VCU news, emergency information, library resources, Blackboard and more. To download the application on your smart phone or for more information, please visit http://m.vcu.edu.

Class registration required for attendance:

Students may attend only those classes for which they have registered. Faculty may not add students to class rosters or Blackboard. Therefore, if students are attending a class for which they have not registered, they must stop attending.

Withdrawal from Classes:

Before withdrawing from classes, students should consult their instructor as well as other appropriate university offices. Withdrawing from classes may negatively impact a student’s financial aid award and his or her semester charges. To discuss financial aid and the student bill, visit the Student Services Center at 1015 Floyd Avenue (Harris Hall) and/or contact your financial aid counselor regarding the impact on your financial aid.

Student Financial Responsibility:

Students assume the responsibility of full payment of tuition and fees generated from their registration and all charges for housing and dining services, and other applicable miscellaneous charges. Students are ultimately responsible for any unpaid balance on their account as a result of the University Financial Aid Office or their third party sponsor canceling or reducing their award(s).
Office of the Provost Syllabus Statements:
Go to http://go.vcu.edu/syllabus for a complete list of policies. The full university syllabus statement includes information on safety, registration, the VCU Honor Code, student conduct, withdrawal and more.

Tentative Schedule Fall 2019: Please note that this schedule may be subject to revision/change as we proceed through the semester.

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<thead>
<tr>
<th>WEEK</th>
<th>TOPIC OF DISCUSSION</th>
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<tbody>
<tr>
<td>August 22</td>
<td>Introduction, Syllabus, Start with Chapter 1-Basic terminologies, Types of bias/Introduction to Sampling</td>
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<tr>
<td>August 29</td>
<td>Chapter 1 continued.- Sampling/Design of Experiments</td>
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<tr>
<td>September 5</td>
<td>Chapter 1 continued; Start with Chapter 2-Descriptive Statistics</td>
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<tr>
<td>September 12</td>
<td>Chapter 2 continued; Start with Chapter 3 -Numerical summaries- Measures of Central location and Spread</td>
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<tr>
<td>September 19</td>
<td>Test 1 review; Chapter 3 continued</td>
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<td>September 26</td>
<td><strong>First Half: Test 1(covers chapters 1 and 2)</strong>&lt;br&gt;<strong>Second half:</strong> Chapter 3 SPSS lab&lt;br&gt;Start with Chapter 4-part 1 –Normal distributions</td>
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<td>October 3</td>
<td>Chapter 4(part 1continued)</td>
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<tr>
<td>October 10</td>
<td>Chapter 4 (Part 1 continued)&lt;br&gt;Start with Chapter 4-part 2- Sampling distributions of sample mean and sample proportion.</td>
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<tr>
<td>October 17</td>
<td>Test 2 review; Chapter 4-part 2 continued</td>
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<tr>
<td>October 24</td>
<td><strong>First Half: Test 2(covers chapters 3 and 4 part 1 only)</strong>&lt;br&gt;<strong>Second half:</strong> Chapter 4-part 2 continued</td>
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<td>October 31</td>
<td>Chapter 4 (Part 2 continued)&lt;br&gt;Start with Chapter 5- Inferential Statistics-Confidence intervals and tests of significance for a single population</td>
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<td>November 7</td>
<td>Chapter 5- continued Inferential Statistics-Confidence intervals and tests of significance for a single population, t distributions</td>
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<td>November 14</td>
<td>Chapter 5/SPSS lab continued;&lt;br&gt;Test 3 review</td>
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<tr>
<td>November 21</td>
<td>**First Half: Test 3(covers chapter 4 Part 2 and Chapter 5);&lt;br&gt;**Second half: Start with Chapter 6-Correlation and Regression</td>
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<td>November 28</td>
<td>No class-Thanksgiving Break</td>
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<td>December 5</td>
<td>Chapter 6 continued;&lt;br&gt;Final Exam review</td>
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<td>December 12</td>
<td>Cumulative Final Exam ; 4-6:50 pm</td>
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