



**American Government: American Constitution & Topics (GOVT. 2305)**

#18288 Fall 2018

Bellaire High School Dual Credit / MTWThF

3 hour lecture course / 48 hours per semester / 16 Weeks

**INSTRUCTOR:**

Jared Manuel, M.A.T.

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Jmanuel3@houstonisd.org

**OFFICE HOURS:      DATE AND TIME FOR APPOINTMENTS**

I can be reached via email and will try my best to respond to all emails within 24 hours Monday through Friday. If I haven't responded within 24 hours please re-send your email, for I have probably not received it. I am available daily before, during lunch, and by appointment after school.

**LEARNING WEB:** <http://learning.hccs.edu/faculty/jared.manuel>

**DEPARTMENT CHAIR CONTACT INFORMATION:**

Chair: Cammy Shay, Ph.D.

Faculty Division Chair - Government

Houston Community College - Eastside Campus

6815 Rustic

Houston, TX 77087

T (713) 718.7141

<http://learning.hccs.edu/faculty/cammy.shay>

*\*\*\*If you have a problem with your Government course, please contact your instructor before contacting the chair. If an error occurred in calculating your grade, if caught quickly enough, the instructor can change the grade almost immediately and have it represented on your transcripts within 48 hours. However, for a chair to change your grade it would not be represented on your transcripts for 6-8 weeks. Please note, grade change requests will only be granted if an **error** occurred when calculating your grade. No exams nor papers will be regraded under any circumstance.*

**REQUIREMENTS:** Must have passed ENGL 1301 (Composition I) or co-enrolled in ENGL 1301 as a co-requisite.

**COURSE DESCRIPTION:** Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties and civil rights.

### **Core Objectives:**

The Higher Education Coordinating Board (THECB) mandates that the core curriculum must ensure that students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning. Students enrolled in GOVT 2305/2306 core curriculum courses will complete assessments designed to measure the following core objectives:

- **Critical Thinking Skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Communication Skills**—to include effective development, interpretation and expression of ideas through written, oral and visual communication
- **Personal Responsibility**—to include the ability to connect choices, actions and consequences to ethical decision-making
- **Social Responsibility**—to include the ability to connect choices, actions, and consequences to ethical decision-making

Student assessment of proficiencies mandated by THECB may include testing, projects, or assignments.

### **Course Student Learning Outcomes:**

Upon successful completion of this course, each student will be able to:

1. Explain the origin and development of constitutional democracy in the United States.
2. Demonstrate knowledge of the federal system.
3. Describe separation of powers and checks and balances in both theory and practice.
4. Demonstrate knowledge of the legislative, executive, and judicial branches of the federal government.
5. Evaluate the role of public opinion, interest groups, and political parties in the political system.
6. Analyze the election process.
7. Describe the rights and responsibilities of citizens

8. Analyze issues and policies in U.S. politics.

**Government Program Student Learning Outcomes:**

1. Identify and describe the institutions of American national government. GOVT 2305
2. Identify and describe the institutions of the State of Texas government. GOVT 2306
3. Identify and evaluate information sources for political news, data, and opinion. GOVT 2305/2306
4. Analyze the effects of the historical, social, political, economic, and cultural forces on politics and government. GOVT 2305/2306
5. Recognize and assume the responsibilities of citizenship by developing one's critical thinking skills, engaging in public discourse, and by obtaining information through the news media. GOVT 2305

**INSTRUCTION MATERIALS:**

Patterson, Thomas. *We the People: An Introduction to American Government* (12<sup>th</sup> edition). Available through the bookstore.

ISBN: 9781260210620

**Supplemental Materials**

There will be readings and other handouts for this course that will be provided through the learning hub/in class. Please ensure that you have found our course with my name.

**CALENDER:**

Week 1(Aug. 27-31): Syllabus; rules and understanding of class; correcting roster and procedures; Ch. 1 Democratic Ideas begins

Week 2(Sept. 4-7): Labor Day (Monday); Continue Ch. 1 Democratic Ideas; constitutional analysis (given)

Week 3(Sept. 10-14): Ch. 2 Constitution

Week 4(Sept. 17-21): Ch. 3 Federalism

Week 5(Sept. 24-28): Complete Ch. 3; Readings: Locke and Mill

Week 6(Oct. 1-5): **Test 1: Ch. 1-3 plus readings on October 1: Multiple choice 50 questions;** Bill of Rights and Ch. 4 Civil Liberties

Week 7(Oct. 8-12): Continue Ch. 4 Civil Liberties; Readings Chinese Exclusion Act and Japanese Internment

Week 8 (Oct. 15-19): Ch. 5 Equal Rights

Week 9 (Oct. 22-26): Complete Ch. 5 (if needed); Ch. 7 Political Participation

Week 10(Oct. 29-Nov. 2): Ch. 8 Political Parties; Ch. 13 assigned with case study to be given for essay test

Week 11(Nov. 5-9): **Nov. 5 Test 2: Ch. 4,5,7,8 plus readings;** Begin Ch. 11 Congress

Week 12(Nov. 12-16): Ch. 12 President

**Thanksgiving Break Nov. 19-23**

Week 13(Nov. 26-30): Ch. 14 Judiciary; **Nov. 28: ESSAY Test due: Case study and Ch. 13 on Bureaucracy using turnitin.com; 3-5 page paper minimum 1000 words and must include citations page**

Week 14(Dec. 3-7): Ch. 15 Economic and Environmental Policy; Ch. 16 Income, Welfare and Educational Policy

Week 15 (Dec. 10-14): **FINALS WEEK Test 3: Multiple choice 50 questions Ch. 11,12,14 as major focus; Ch. 15 and 16 will be included**

*\*\*\*Note: This schedule is subject to change based on the progression of in-class lecture. At certain points in time we may find ourselves falling behind or moving a little ahead during the term. I will do my best to adhere to this schedule, and if any changes or augmentations occur I will give the students ample notice in class.*

## **INSTRUCTIONAL METHODS:**

First, I want to say I want all my students to do well in my class. To try to help students achieve this I present the material in a variety of venues. I primarily use power point to highlight key concepts, themes, and subjects and elaborate on each point during lecture. Whenever appropriate I will diagram and highlight key materials on the blackboard and include video clips, the internet, and audio clips to supplement my lectures.

It is very important to note that reading all the assigned material is required before class begins. The reading load is not very heavy and averages about a chapter a week. If the students choose to read 5-10 pages of the textbook per day, they should have absolutely no problem keeping up with the all the readings. Reading is very

important because I may not be able to lecture on all the material in the book, but all the material covered in the book is fair game for exams!

I do try to provide brief in-class reviews for examinations if time allows, but no guarantees.

### **STUDENT ASSIGNMENTS: (THIS WILL VARY WITH INSTRUCTOR)**

Exam 1: Will cover Chapters 1-3 of the required text and the Locke and Mill reading. This exam will be made up of 50 multiple choice questions.

Exam 2: Will cover Chapters 4,5,7,8 of the required text and the Chinese Exclusion Act and Japanese Internment readings. This exam will be made up of 50 multiple choice questions.

Exam 3 (Final): Will cover Chapters 11,12,14 (major focus but includes Ch. 15 and 16) of the required text. This exam will also be made up of 50 multiple choice questions and will not be comprehensive.

Paper Assignments: One written paper based on the concepts discussed from the course in conjunction with current events will be due. The topic and paper requirements will be posted on my learning web according to the dates listed under “calendar”, and the paper has to be **submitted to turnitin.com** before or on the due date. Failure to turn in the paper on time (Nov. 28) will result in 10 points off for turning the paper in late and will NOT be accepted after Dec. 5.

The essay test question will be given with the case study on October 29 (if not before). The rubric for this paper is as follows:

#### **Rubric:**

\_\_\_\_\_ 20 pts. Answered the question fully and completely on the failures identified in the case

(-1-5 for minor issues, -6-10 for missing major issue, -11-15 for missing several items, -16-20 for missing)

\_\_\_\_\_ 20 pts. Answered the question fully and completely on the remedies to the problems

(-1-5 for minor issues, -6-10 for missing major issue, -11-15 for missing several items, -16-20 for missing)

\_\_\_\_\_ 20 pts. Answered the question fully and completely on the issues of due process, bureaucracy and/or public policy from the textbook; must clearly state these ideas from the course work using Ch. 13

(-1-5 for minor issues, -6-10 for missing major issue, -11-15 for missing several items, -16-20 for missing)

\_\_\_\_\_ 20 pts. Writing in a formal and college level essay

(-1-5 for minor mistakes, -6-10 for missing major mistakes along with less than 1000 words but more than 2 pages, -11-15 for missing formal writing all together and less than 2 pages, -16-20 for missing formal writing and less than a page)

\_\_\_\_\_ 20 pts. Overall essay quality

\_\_\_\_\_ Total out of 100

**Late assignment/Make-up policy:**

Make up exam permission is only given under certain conditions with noted documentation and email request (you need to contact me via email to create a paper trail and time stamp well before the exam). Legitimate excuses are only military orders, illness, and jury summons. If the student comes to me with ample notice before-hand I may make accommodations if I deem the reason acceptable.

**ASSESSMENTS:**

*Exam 1: 25% worth 100 points*

*Exam 2: 25% worth 100 points*

*Exam 3: 25% worth 100 points*

*Paper: 25% worth 100 points*

*Extra Credit: I do not for see giving extra credit, but reserve the right to alter this policy.*

**ATTENDANCE & LATE POLICY:**

I take attendance promptly at the beginning of every class. No portion of your grade will be based on attendance but I expect students to come to class. It is important that you COME TO CLASS ON TIME. It is very distracting for students to wonder late into class. Please come to class on time.

**INCOMPLETE POLICY**

The grade of "I" (Incomplete) is conditional. A student receiving an "I" must arrange with the instructor to complete the course work within six months of the end of the incomplete term. After the deadline, the "I" becomes an "F." Upon completion of the coursework, the grade will be entered as I/grade on the student transcript. All "I"s must be changed to grades prior to graduation.

**GRADING SCALE**

- A = 100-90:.....4 points per semester hour
- B = 89-80:.....3 points per semester hour
- C = 79-70:.....2 points per semester hour
- D = 69-60:.....1 point per semester hour
- 59 and below = F.....0 points per semester hour
- IP (In Progress).....0 points per semester hour
- W (Withdrawal).....0 points per semester hour
- I (Incomplete).....0 points per semester hour

**This grading scale using a rounding system such that .4 will round down and .5 will round up. There are no exceptions to this policy.**

## **Student Notification Statements:**

**FINAL GRADE OF FX:** Students who stop attending class and do not complete at least 60% of the course, and do not withdraw themselves prior to the withdrawal deadline may either be dropped by their professor for excessive absences or be assigned the final grade of "FX" at the end of the semester. Students who stop attending classes will receive a grade of "FX", compared to an earned grade of "F" which is due to poor performance. Logging into a DE course without active participation is seen as non-attending. Please note that HCC will not disperse financial aid funding for students who have never attended class. Students who receive financial aid but fail to attend class will be reported to the Department of Education and may have to pay back their aid. A grade of "FX" is treated exactly the same as a grade of "F" in terms of GPA, probation, suspension, and satisfactory academic progress.

## **EGLS<sub>3</sub> (Evaluation for Greater Learning Student Survey System)**

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and department chairs for continual improvement of instruction. Go to [www.hccs.edu/egls3](http://www.hccs.edu/egls3) for more information.

## **HCC POLICY STATEMENTS & Learning Disabilities**

ADA: HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/district/students/disability-services/>

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status-in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or Houston, TX 77266-7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu)

**Student Rights and Responsibilities:** It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations.

Log in to [www.edurisksolutions.org](http://www.edurisksolutions.org) Sign in using your HCC student e-mail account, then go to the button at the top right that says Login and enter your student number.

### **HCC Policy Statement: Academic Honesty**

HCCS students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by HCC System officials against a student accused of scholastic dishonesty.

"Scholastic dishonesty" includes, but is not limited to, cheating on a test, plagiarism, and collusion. Cheating on a test includes but is not limited to: Copying from another student's test paper; using unauthorized materials during a test, unauthorized collaboration with another student during a test; knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test; and bribing another person to obtain a copy of a test. Plagiarism includes the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work. Collusion includes the unauthorized collaboration with another person in preparing written work. Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the Student Handbook)

### **Withdrawals: (PARTS OF THIS MAY VARY WITH INSTRUCTOR)**

First, ALL WITHDRAWAL are up to the student. If you fail to withdrawal from the class by the required withdrawal date do not ask me to do it for you, because no matter what the reason is I WILL NOT.

Students who take a course for the third time or more must now pay significant tuition/fee increases at HCC and other Texas public colleges and universities. At HCC, it is an additional \$50 per credit hour. If you are considering course withdrawal because you are not earning



passing grades, confer with your instructor/ counselor as early as possible about your study habits, reading and writing homework, test-taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available. Also, the state of Texas has passed a new law limiting new students (as of Fall 2007) to no more than six withdrawals throughout their academic career in obtaining a baccalaureate degree.

*The drop/withdrawal date this semester is Tuesday April 3<sup>rd</sup>, 2018*

**Repeating Courses:**

As a result of recent Texas legislative changes, please be advised that HCC is charging additional tuition for students who enroll in the same class three or more times at HCC. While it is the hope of HCC that students will be successful in their first attempt at classes, we realize that life demands, academic struggles, and other issues may result in students needing to take the same class more than once. Speaking with an advisor will help you develop student success skills, improving your overall academic performance. If a student repeats a course in which a grade (A-F) has been received, the highest grade received at HCC is the permanent grade for the course and will be used in computing the GPA. All grades earned in a given course will be reflected on the transcript. Other colleges may compute the GPA differently than HCC.

**Link to Academic Calendar:**

<http://www.hccs.edu/student-experience/events-calendar/academic-calendar/>

**HCC Student Handbook:**

Please note that it is each student's responsibility to read and be familiar with the HCC Student Handbook. Please see:

<http://www.hccs.edu/resources-for/current-students/student-handbook/>

**Campus Carry:**

At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at

<http://www.hccs.edu/district/departments/police/campus-carry/>

**ESSENTIAL NEEDS STATEMENT**

Any student who may be facing challenges in affording or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is encouraged to contact the Dean of Students Success for support. Additionally, please notify your professor (me) if you are comfortable in doing so. This will enable me to provide you with guidance on resources that I am aware of relating to essential needs.

### **BASIC NEEDS STATEMENT**

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Student Success for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable us to provide any resources that HCC may possess.

### **IN-CLASS EXPECTATIONS AND BEHAVIOR:**

- All Electronic devices (including cell phones and lap tops) are to be turned off. Turned off cell phones does NOT INCLUDE Vibrate. I shut down my cell phone going into class, and you are too as well. For whatever reason you need to use a laptop or have your cell phone not turned off you need to make a formal request via email. If you are caught on your lap-top or cell phone doing something other than what you formally requested during class or cause a disruption, you will lose your privilege of using that electronic device in class for the duration of the semester.
- Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for more information.
- Not be respectful of the instructor or other students will not be tolerated during lecture. This includes any type of disruption during the course of lecturing or discussion. Adult behavior is expected. Disruptive or inappropriate behavior/ activities which interfere with teaching and/or learning will not be tolerated, and may result in an administrative withdrawal without refund.
- We must be mindful of others and their views. We will be discussing hot button issues in today's society. Inevitably, disagreements will arise. This is OK, and debate is encouraged. But it is important to maintain a high level of decorum during these discussions and treat your colleagues with the up-most respect. In addition, please use appropriate language in the classroom.