GOVT 2305: Federal Government | Lecture | #15951
Fall 2019 | 12 Weeks (9.23.2019-12.15.2019)
Online, 3 Credit Hours | 48 hours per semester

Instructor Contact Information

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Office: SJAC @ CE College  Office Hours: TBA
HCC Email: neal.tannahill@hccs.edu  Office Location: SJAC, Rm 328

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear your concerns and to discuss course topics. You can contact me through either Canvas or my HCC email. I will respond to emails within 24 hours.

Prerequisites and/or Co-Requisites

GOVT 2305 requires college-level reading and writing skills. The minimum requirements for enrollment in GOVT 2305 include concurrent enrollment in or successful completion of ENGL 1301. If you have enrolled in this course having satisfied this prerequisite, you have a higher chance of success than students who have not done so. Please carefully read and consider the repeater policy in the HCCS Student Handbook.

Eagle Online Canvas Learning Management System

This section of GOVT 2305 will use Eagle Online Canvas (https://eagleonline.hccs.edu).

HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas. It is recommended that you use FIREFOX or CHROME as your browser.

HCC Online Information and Policies
Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: http://www.hccs.edu/online/
**Scoring Rubrics, Sample Assignments, etc.**
Look in Eagle Online Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. 
[https://eagleonline.hccs.edu/login/ldap](https://eagleonline.hccs.edu/login/ldap)

**Textbook**

The textbook for this course is found at [https://openstax.org/details/books/american-government-2e](https://openstax.org/details/books/american-government-2e). It is online and FREE. Click on the website and scroll down a bit. You will find a table of contents, a PDF version, and a link to view the text online. Click on that and you will be able to navigate through the text chapter by chapter and section by section.

I have created a set of study questions for each chapter of the text except for chapter 14, which we will not cover. The best way to read the text is to open the corresponding set of study questions from the Canvas website and match them with the text. Each of the test questions is directly based on one of the study questions.

**Other Instructional Resources**

**Tutoring**
HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](http://www.hccs.edu/resources-for/current-students/supplemental-instruction/) website for services provided.

**Libraries**
The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries’ resources and services is the HCCS library web page at [http://library.hccs.edu](http://library.hccs.edu).

**Supplemental Instruction**
Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at [http://www.hccs.edu/resources-for/current-students/supplemental-instruction/](http://www.hccs.edu/resources-for/current-students/supplemental-instruction/).

**Course Overview**

**Government 2305** is one of two courses designed to introduce students to the study of the 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. The course goals are to develop an understanding of the institutions and political processes of the American political system; encourage critical thinking about political events; and
introduce students to the discipline of Political Science and how political scientists study politics scientifically. This course is fully transferable to all Texas State colleges and universities.

**Core Curriculum Objectives (CCOs)**

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.

**Program Student Learning Outcomes (PSLOs)**

1. Identify and describe the institutions of American national government.
2. 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.

**Course Student Learning Outcomes (CSLOs)**

Upon successful completion of this course, students will:

- Identify the structure, functions and nature of the institutions of the American national government.
- Understand and describe the development, purpose and attributes of the US Constitution
- Identify the policy making process and comprehend the outcomes of foreign and domestic policy in the United States.
- Understand how political values and ideas are developed and expressed and the means through which one may engage in the political system.
- Comprehend how media, interest groups, parties and the structure of the political system influence political participation.

**Learning Objectives**

Learning Objectives for each CSLO can be found at GOVT 2305 can be found [here](#).
Student Success

Expect to spend at least twice as many hours per week on your own in addition to the time you would normally spend during instruction. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely.

Successful completion of this course requires a combination of the following:
- Reading the textbook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as your guide.

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:
- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and make up
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to:
- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies in the HCCS Student Handbook

Assignments, Exams, and Activities

The course is organized into 16 modules matching the 16 chapters of the textbook except for Chapter 14 which we will not cover. The modules, assigned readings, and test coverage are as follows:

- **Module 1**—American Government and Civic Engagement. Read Chapter 1.
- **Module 2**—The Constitution and Its Origins. Read Chapter 2.
- **Module 3**—American Federalism. Read Chapter 3.
- **Module 4**—Civil Liberties. Read Chapter 4.

**Test 1 Covers Modules 1-4**

- **Module 5**—Civil Rights. Read Chapter 5.
Test 2 Covers Modules 5-8

- **Module 9**—Political Parties. Read Chapter 9.
- **Module 10**—Interest Groups. Read Chapter 10.
- **Module 11**—Congress. Read Chapter 11.
- **Module 12**—The Presidency. Read Chapter 12.

Test 3 Covers Modules 9-12

- **Module 13**—The Courts. Read Chapter 13.
- **Module 15**—The Bureaucracy. Read Chapter 15.
- **Module 16**—Domestic Policy. Read Chapter 16.
- **Module 17**—Foreign Policy. Read Chapter 17.

Test 4 Covers Modules 13-16

Student Assignments

We will have four 100-point multiple-choice tests covering the assigned chapters of the textbook. Because all testing will be done online, you will not be required to come to campus. You may take each test twice before the deadline with the higher grade counting as your official score. Because the computer randomly selects questions from a large database, no two tests are identical. Students should prepare for exams before they take a test.

Students will also have to submit a research project worth 100 points.

Student grades will be based on four tests and a term project, each of which will be worth 100 points as follows:

- Test 1 100 pts.
- Test 2 100 pts.
- Test 3 100 pts.
- Test 4 100 pts.
- Term project 100 pts.
- Total 500 pts.

Important Dates

- The course begins on September 23, 2019
- The official day of record is October 2, 2019
- The last day to withdraw is November 11, 2019
- The last day to take Test 1 is October 13, 2019
- The last day to take Test 2 is November 3, 2019
- The last day to take Test 3 is November 17, 2019
- The last day to take Test 4 is December 8, 2019
- The last day to submit the personal introduction is October 2, 2019
- The last day to submit Discussion 1 is October 26, 2019
- The last day to submit Discussion 2 is November 20, 2019
- The last day to submit Discussion 3 is December 1, 2019
• The last day to submit Discussion 4 is **November 20, 2019**
• The last day to submit the research project is **November 26, 2019**
• Make-up exams are **December 5-8, 2019**
• The course ends on **December 8, 2019**

**Make-up Exams**

The make-up exam period is **December 5-8**. Students who miss an exam for whatever reason or who fail to take both of their allowed attempts can take advantage of the make-up exam period. I will reopen each exam and allow students to take the exam or complete their second attempt just as they would have earlier in the semester. Doing poorly on an exam is not sufficient reason to take a make-up.

**Extra Credit**

Students can earn extra credit points by participating in class discussion. The course includes several discussion questions supported by background readings. Students can earn as many as three bonus points for each discussion question based on their understanding of the issue, their having done the background reading, and their use of good English grammar and composition. Bonus points will be added to the sum of the points earned on the four tests and the research project.

**Academic Dishonesty**

Plagiarism, cheating, and other forms of academic dishonesty are prohibited by college policy and the rules of this class. Plagiarism involves using the ideas or words of another person (either in whole or in part) without crediting the source. It is inappropriate to look up answers to research project questions online and then paste them into your research project or the discussion board. Cheating involves fraud and deception for the purpose of violating exam rules. Students who improperly assist other students are just as guilty as students who receive the assistance. If two or more students submit work that is identical or nearly identical, in whole or in part, they are equally guilty of violating the academic dishonesty policy. A student guilty of a first offense will receive a grade of F on the assignment involved. For a second offense, the student will receive a grade of F for the course.

What does this mean?

• It’s OK to study together, but it is not OK to take an exam together.
• Don’t take an exam for another student or allow someone else to take an exam for you.
• Don’t complete your discussion post or your research project by copying and pasting text from an online site.

**Time Commitment**

Online classes are more convenient than traditional classes, but they are not less work. You should expect to spend more time on this class than you would spend on a comparable on-campus class. Students who have been successful in my online course tell me that they devote around 10 hours a week on the class. If you do not have sufficient time to spend on the course, you will not be successful.

You should plan to work regularly on the course. This is not a self-paced class. You cannot succeed in this class by working very hard for a few days and doing little or nothing for the rest of the term. The most successful students are those who sign onto the website almost every day and complete their coursework on a regular basis. It is very important that you do not fall behind.
Grading

The total number of points for the semester is 500. Your grade will be based on the standard grading scale as follows:

- 450-500 points = A
- 400-449 points = B
- 350-399 points = C
- 300-349 points = D
- Less than 300 points = F

HCC Grading Scale can be found on this site under Academic Information: http://www.hccs.edu/resources-for/current-students/student-handbook/

Grade of FX

Students who stop attending class 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 an online course without active participation is regarded 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.
HCC Policies
Here’s the link to the HCC Student Handbook http://www.hccs.edu/resources-for/current-students/student-handbook/ In it you will find information about the following:

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EGLS$^3$
The EGLS$^3$ (Evaluation for Greater Learning Student Survey System) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS$^3$ surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/

Campus Carry Link
Here’s the link to the HCC information about Campus Carry:
http://www.hccs.edu/departments/police/campus-carry/

HCC Email Policy
When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go to HCC Eagle ID and activate it now. You may also use Canvas Inbox to communicate.

Housing and Food Assistance for Students
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 Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.
Government Program Information

The Houston Community College Government department supports students in a number of different ways. These include:

- **GOVT Majors** – Students can earn an Associate of Arts Degree in Government, which will prepare them for majoring in Political Science or Government when they transfer to a university. Majors and Minors—those students who are interested in Political Science or Government—are supported by a faculty committee who will connect them to events, news, and opportunities.

- **Careers in GOVT** – The study of government or political science prepares students for work in the public and private sectors by emphasizing critical thinking, analytical, and communication skills.

- **GOVT Student Organizations** – The HCC Political Science Club holds discussions and sponsors events to connect students to politics in the real world.

- **GOVT Scholarships** – The Government Department will work with students to locate scholarship support, when possible.

Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (http://www.hccs.edu/departments/institutional-equity/)

disAbility Services

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/support-services/disability-services/

Title IX

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 Institutional.Equity@hccs.edu
http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/
Department Chair Contact Information
Department Chair: Dr. Cammy Shay
Email Address: cammy.shay@hccs.edu
Office Number: 713-718-7141

Per the HCC Student Handbook, if you have a problem with your Government course, please contact your instructor before contacting the department chair.