



**Division of Social and Behavioral Sciences
Government Department**

<https://www.hccs.edu/programs/areas-of-study/social--behavioral-sciences/government/>

GOVT 2305: Federal Government | Lecture | #17138

Spring 2020 | F8B - 8 Weeks (3.23.2020 – 5.17.2020)

Online

3 Credit Hours | 48 hours per semester

Instructor Contact Information

Instructor: Ne’Cauje Turner, MPA

HCC Email: necauje.turner@hccs.edu

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.

Instructor’s Preferred Method of Contact

You may contact me through Eagle Online (Canvas) email (preferred method of contact) while the course is open. You can contact me through HCC email before and after the course has ended. Emails sent from non-HCC accounts (i.e. gmail, yahoo, etc) will not receive a response. I will respond to emails within 24 hours Monday through Thursday and emails sent over the weekend on Monday. Be sure to visit Eagle Online (Canvas) virtual office hours for assistance while the course is open.

What’s Exciting About This Course

In addition to learning the core course content, we will analyze the lasting social, political, and economic impacts of public policy. We will examine how various social movements have shaped our political landscape and how our government balances liberty and equity. We will discuss how governmental actions influence our daily lives and what role citizens must play to ensure that we have an active voice.

My Personal Welcome

Welcome to the study of Federal Government at Houston Community College. This HCC Online government course will cover the same material as the traditional face-to-face course. The major difference is that this course is entirely online via Eagle Online (Canvas). As an instructor, my goal is for students to successfully complete the course, retain, and utilize the information taught. While it is my responsibility to provide you with the information in a manner that engages the student in an active learning environment, it is your responsibility to complete the required assignments, assessments, and discussions in a quality manner. It

is your responsibility to log in regularly, participate in discussions, complete assignments before deadlines, and utilize the different teaching methods used in this course to improve your ability to complete exams with a high degree of success.

Prerequisites and/or Co-Requisites

GOVT 2305 requires college-level reading and writing skills. The minimum requirement for enrollment in GOVT 2305 includes 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](#).

Canvas Learning Management System

This section of GOVT 2305 will use [Canvas](https://eagleonline.hccs.edu) (<https://eagleonline.hccs.edu>) extensively for making instructional material available and for communicating with students.

HCCS Open Lab locations may be used to access the Internet and Canvas. **Be sure to use [Firefox](#) or [Chrome](#) as the internet 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 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>

Instructional Materials

Textbook Information



Krutz, Glen. (2019). *American Government* (2nd ed.). Houston, TX: Rice University OpenStax. (Print: ISBN-10: 1-947172-65-4, ISBN-13: 978-1-947172-65-4, Digital: ISBN-10: 1-947172-66-2, ISBN-13: 978-1-947172-66-1.)

This textbook is available for free download here:

<https://openstax.org/details/books/american-government-2e>

The textbook is also accessible through the free OpenStax app. If you prefer, you may purchase a hard copy of the book.

This is not a Connect enabled course and you will not need a special code to access the book.

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](#) 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 library resources and services is the HCCS library web page at <http://library.hccs.edu>.

Supplementary 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/>.

Course Overview

GOVT 2305 Federal Government (Federal constitution & topics): 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 Curriculum Objectives (CCOs)

This course satisfies the Government/Political Science requirement in the HCCS core curriculum. The HCCS Government Discipline Committee has specified that the course address 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
- **Empirical/Quantitative Skills**—to include manipulation and analysis of numerical data or observable facts resulting in informed conclusions
- **Teamwork**—to include ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility**—to include the ability to connect choices, actions and consequences to ethical decision-making
- **Social Responsibility**—to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

Program Student Learning Outcomes (PSLOs)

Can be found at:

<https://www.hccs.edu/programs/areas-of-study/social--behavioral-sciences/government/>

Course Student Learning Outcomes (CSLOs)

Upon successful completion of this course, students will:

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.

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 outside of class as you do in class studying the course content. 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 a 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 making up assignments
- Provide the course outline and class calendar that 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

Assignments have been developed to enhance your learning. To better understand a topic, you will be given assignments on key information that you will need to become successful in this course. Students will be required to successfully complete the following:

Discussions

Each discussion grade will depend on the quality of thought that goes into each response. Students are expected to provide college-level responses and at least a paragraph in essay format that explains their position on the discussion topic. Discussions are designed to allow students to demonstrate their understanding of course material in written form. All discussions must be posted to the corresponding module and discussion thread in Eagle Online (Canvas) in order to receive a grade. Students may use a separate document to organize their thoughts and to check grammar, however all discussion posts must be copied and pasted into the actual discussion thread. Students who only upload a document will not receive a grade. All work must be cited using MLA or APA format. Discussions posted after the deadline will not be graded.

Discussion Grading Rubric

15 Points: Student responded to the discussion prompt in 6-8 complete sentences and articulated a clear viewpoint on the topic. Student incorporated relevant research, correctly cited at least 2 sources in MLA or APA format, and used proper grammar.

10 Points: Student responded to the discussion prompt in 6-8 complete sentences and answered the prompt in a thoughtful manner. Student correctly cited work in MLA or APA format and used proper grammar.

7 Points: Student responded to the discussion prompt in 6-8 complete sentences and articulated a clear viewpoint on the topic. Student used proper grammar.

3 Points: Student responded to the discussion prompt in 4-5 sentences and answered the prompt in a generic manner. Student used proper grammar.

0 Points: Student did not submit a discussion post. Student plagiarized portions of the submission. Student did not cite work and/or use proper grammar.

Exams

All exams will be taken online on specific dates according to the course calendar. Each exam will have 40 multiple-choice questions and students will have 60 minutes for each exam.

Students are encouraged to use a secure internet connection when completing all online assignments. If you accidentally open the exam, you should stop taking the exam immediately and contact your professor. Canvas tracks when a student accesses a particular assignment and for how long. Failure to do so may result in a student receiving essay questions in lieu of a multiple choice exam.

Quizzes

It is up to the discretion of the instructor to assign quizzes if class participation is lacking or if it is apparent that reading assignments are not being completed. Quizzes could be announced or unannounced and consist of short answer questions regarding the reading assignments.

Lectures

Lectures are available in Eagle Online (Canvas). The materials in the lectures maybe covered on your exams.

Extra Credit

Participating in thoughtful exchanges with classmates about discussion topics is an informative and valuable way to learn more about your fellow classmates. If you make a valuable comment on another students post, ask a classmate a question to follow-up on the post, or respond to a query from another classmate about your post, you can earn one bonus point per discussion. Bonus points can only be earned during the time frame of each discussion exercise. You are encouraged to carry the conversation on beyond the bonus point opportunity to take advantage of the exchange of information with your classmates.

Syllabus Quiz

There will be an optional syllabus quiz scheduled during the beginning of the semester. The purpose of the syllabus quiz is to encourage all enrolled students to become familiar with course expectations and requirements.

Grading Formula

Quizzes, exams, and assessments will be assigned to assist you in determining how successful you are at mastering the course learning outcomes outlined in the syllabus. All grades will be posted on Eagle Online (Canvas) within 1 week of the exam closing. Discussions posted after the designated timeframe, will not be added to the grade.

To calculate your grade, add up your exam scores, discussion grades, and extra credit points.

Exam 1	40 Points
Exam 2	40 Points
Exam 3	40 Points
9 Discussions	135 Points
Total	255 Points

After adding up all the necessary grades, match your total number with the appropriate letter grade as follows below.

Total Points	Letter Grade
229-255	A
203-228	B
177-202	C
151-176	D
0-150	F

Incomplete Policy

You will receive an "I" (incomplete) only in the event of a documented emergency that prevents you from completing the final exam. You must speak with your instructor as soon as possible in the event of such an emergency to arrange for a course completion schedule. If you receive an "I", all course work must be completed before the end of the next long semester. All "I" designations must be changed prior to graduation.

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

How to Navigate Canvas

The course will be navigated via modules. Students will need to begin the course by opening the module titled "Start Here" and review each tab to learn more about expectations for the course. After that, each module will consist of chapter readings and activities that correspond with the readings. Students will not be able to access future modules until the previous exam closes. Please review the calendar for due dates on assignments and exams.

Course Calendar

DUE DATE	ASSIGNMENT	Reference Chapter
	Start Here	
	Syllabus Review Helpful Information Virtual Office Hours	
	Module 1	
4/12/20	Syllabus Quiz Discussion 1	
	Module 2	
4/12/20	American Government and Civic Engagement	1
	The Constitution and Its Origins Discussion 2	2
	Module 3	
4/12/20	American Federalism State and Local Government Discussion 3	3 14
	Module 4	
4/12/20	Exam 1	
	Module 5	
4/26/20	Political Parties Congress Discussion 4	9 11
	Module 6	
4/26/20	The Presidency The Bureaucracy Discussion 5	12 15
	Module 7	
4/26/20	The Courts Discussion 6	13
	Module 8	
4/26/20	Exam 2	
	Module 9	
5/10/20	Civil Liberties Civil Rights Discussion 7	4 5
	Module 10	
5/10/20	Domestic Policy Discussion 8	16
	Module 11	
5/10/20	Foreign Policy Discussion 9	17
	Module 12	
5/10/20	Exam 3	

Other important dates:

Official Day of Record: 4/6/2020

Spring Holiday: 4/10/2020

Last day to withdraw with a "W": 5/10/2020

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Instructor's Practices and Procedures

Missed Assignments

Students may be allowed to makeup missed assignments if they experience an emergency that prevents them from submitting an assignment by the due date and can provide a documented excuse. Acceptable documented excuses include: medical emergencies, the death of an immediate family member, military deployment or service, family emergencies, and legal situations on a case by case basis. If you or an immediate family member encounters any of the aforementioned situations, please contact your professor immediately to determine if your documentation is in line with the makeup policy. All documentation submitted must include dates, the name(s) of the individuals involved and demonstrate that the student was unable to complete the assignment based on the time frame of the event. Feel free to contact your professor with any questions.

Academic Integrity

Houston Community College is committed to a high standard of academic integrity in the academic community. In becoming a part of the academic community, students are responsible for honesty and independent effort. Examples of these violations include, but are not limited to, the following: plagiarizing written work or projects, cheating on exams or assignments, and collusion on an exam or project.

Violations of academic integrity will not be tolerated. At a minimum, a grade of "0" will be recorded for the assignment or exam. Additional sanctions may include but are not necessarily limited to the following: being assigned a grade of "F" for the course, being withdrawn from the course, or being expelled from the College.

Here is the link to HCC information regarding academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Attendance Procedures

As stated in the HCC Student Handbook, all students are expected to attend classes regularly. Students are also responsible for materials covered during their absences. It is the student's responsibility to consult with their instructor for make-up assignments. Class attendance is monitored daily. It is the students' responsibility to drop a course for non-attendance.

Students in HCC Online courses must log into their Eagle Online (Canvas) class or they will be counted as absent. HCC Online students who do not login and "actively participate" before the Official Day of Record will be AUTOMATICALLY dropped for non-attendance. Completing the HCC Online orientation does not count towards attendance. **The Official Day of Record for this course is Monday, April 6, 2020.** Although it is the responsibility of the student to withdraw officially from a course, the professor has the authority to block a student from accessing Eagle Online (Canvas), and/or to withdraw a student for excessive absences or failure to participate regularly.

If you encounter technical difficulties and cannot login, you must immediately contact your instructor and the Eagle Online (Canvas) Help Desk or you will be counted as absent.

Withdrawals

Failure to officially withdraw from a course can result in a grade of an "F". If you are considering a course withdrawal because you are not earning passing grades, confer with your instructor as early as possible to discuss your study habits, test-taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available. **The drop/withdrawal date for this course is Sunday, May 10, 2020.**

Student Conduct

It is important for students to be respectful of the opinions of others. Students will receive a variety of reading material from a diverse audience. The material may come from historically sound reporters or opinionated commentators. Each article should be critiqued regardless of the source or news outlet. The material maybe provocative in nature to generate a healthy debate. I encourage students to share diverging opinions on the material presented. Before responding to a discussion prompt or article, be sure to keep an open mind and try to relate to the issue from alternative perspectives. Clarify if your argument is based on your opinion or researched facts.

Disruptive behavior or activities that interfere with teaching and learning will not be tolerated and may result in an administrative withdrawal without refund. At a minimum, such disruption may result in a student being asked to issue a public apology.

Instructor's Course-Specific Information

All grades will be posted within 1 week of the exam closing. Assignments posted after the designated timeframe, will not be added to the grade. I am happy to discuss any questions and/or concerns regarding a specific grade.

Government Department 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.

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:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

EGLS³

The EGLS³ (Evaluation for Greater Learning Student Survey System) will be available for most courses near the end of the term. This brief survey will give valuable 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.

<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 food 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 your professor if you are comfortable doing so.

This will enable HCC to provide resources that HCC may possess.

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 long and short term conditions, 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/>

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

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.