



## Federal Government

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**GOVT 2305 - Federal Government  
Fall 2018 - CRN 10612  
HCC Online**

**3 Semester Credit Hours  
48 Contact Hours  
16 Week - Regular Term Course**

### **Instructor**

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713-718-7141

Note: if you have a problem with your Government course, please contact your instructor before contacting me.

### **Office Hours**

Please feel free to contact me concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns or just to discuss course topics by appointment. **My HCC e-mail is the only way to reach me, I check this mailbox Monday-Thursday. I will not respond to other e-mail accounts.**

### **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.

### **Prerequisite, Co-requisite**

Must have passed or be co-enrolled in English 1301 (Composition I).

### **Academic Program Learning Outcomes**

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

### **Course Student Learning Outcomes (SLO)**

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.

### **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 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.

## CALENDAR

### MODULE ONE

Introduction

Discussion

### MODULE TWO

Chapter 1: Political Thinking and Political Culture: Becoming a Responsible Citizen

Chapter 2: Constitutional Democracy: Promoting Liberty and Self-Government

Discussion

**Labor Day Holiday September 3, 2018**

### MODULE THREE

Chapter 3: Federalism: Forging a Nation

Chapter 4: Civil Liberties: Protecting Individual Rights

Discussion

### MODULE FOUR

**Exam 1 Due Sunday, September 23, 2018 at 11:55 p.m.**

### MODULE FIVE

Chapter 7: Political Participation: Activating the Popular Will

Discussion

### MODULE SIX

Chapter 8: Political Parties, Candidates, and Campaigns: Defining the Voter's Choice

Chapter 9: Interest Groups: Organizing for Influence

Discussion

### MODULE SEVEN

Chapter 10: The News Media: Communicating Political Images

Discussion

### MODULE EIGHT

**Exam 2 Due Sunday, October 21, 2018 at 11:55 p.m.**

### MODULE NINE

Chapter 11: Congress: Balancing National Goals and Local Interests

Discussion

### MODULE TEN

Chapter 12: The Presidency: Leading the Nation

Chapter 13: The Federal Bureaucracy: Administering the Government

Discussion

### MODULE ELEVEN

Chapter 14: The Federal Judicial System: Applying the Law

Discussion

### MODULE TWELVE

**Exam 3 Due Sunday, November 18, 2018 at 11:55 p.m.**

### MODULE THIRTEEN

Chapter 5: Equal Rights: Struggling toward Fairness

Discussion

**Thanksgiving Holiday November 22-23, 2018**

### MODULE FOURTEEN

Chapter 15: Economic and Environmental Policy: Contributing to Prosperity

Discussion

### MODULE FIFTEEN

Chapter 17: Foreign Policy: Protecting the American Way

Discussion

**MODULE SIXTEEN****Exam 4 Due Sunday, December 9, 2018 at 11:55 p.m.****Instructional Methods**

This HCC Online government course will cover the same materials as the traditional in-class course. The major difference is that this course is entirely online. This course assumes that you have basic computer skills, or a basic level of computer literacy. By the end of the course, you will be comfortable navigating a "virtual classroom," participating in online discussions, surfing the web for supplementary information about government and politics - this supplementary information will be both written and visual. Your grades will be available on Canvas.

As an instructor, my goal is for students to successfully complete the course, retain and utilize the information taught. While it my responsibility to provide you with the information in a manner that employs strategies that engage 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.

**Student Assignments**

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 the thought that goes into each response. Students are expected to provide college-level responses and at least a paragraph that explains their position on the discussion topic. Discussions are designed to allow students to demonstrate their understanding of the course materials in written form. All discussions must be posted to the corresponding Module and discussion tread in Canvas. **All work must be cited using the MLA or APA format. Students will have until the time that the exam closes to complete the corresponding discussions. Discussions posted after the deadline will not count towards a student's grade.**

Discussion Grading Rubric

**Proactive (10 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.

**Substantial (7 points)** Student responded to the discussion prompt in 6-8 complete sentences and answered the prompt in a generic manner. Student correctly cited work in MLA or APA format and used proper grammar.

**Superficial (3 points)** Student responded to the discussion prompt in 4-5 sentences and answered the prompt in a basic manner. Student used proper grammar.

**Incorrect (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.

Extra Credit

Participating in thoughtful exchanges with classmates about the discussion topics is informative and valuable. If you make a valuable comment on another student's post, ask a classmate a question to follow-up on her/his 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. Of course, you are encouraged to carry the conversation on beyond the bonus point opportunity to take advantage of this exchange of information with your classmates.

Exams

All exams will be taken online on specific dates according to the course calendar. Each exam will have 55 multiple-choice questions and you will have 75 minutes for each exam. **All students are encouraged to use a secure internet connection when completing all online assignments.**

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 Canvas. The materials in the lectures may be covered on your exams.

**Make-Up Policy**

Students may be allowed to make up 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 make-up 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.

**Grading Scale**

90-100% = A

80-89% = B

70-79% = C

60-69% = D

Less than 60% = F

**Instructor Grading Criteria**

Your instructor will assign quizzes, exams and assessments that will assist you in determining how successful you are at mastering the course learning outcomes outlined in the syllabus. If you find you are not mastering the material and skills, you are encouraged to reflect on how you study and prepare for each class. Your instructor welcomes a dialogue on what you discover and

may be able to assist you in finding resources that will improve your performance. **All grades will be posted within 1 week of the exam closing. Student discussions posted after the designated timeframe, will not be added to the grade.**

### Grading Scale

The following grading scale will be used:

305-340 Points = A

269-304 Points = B

233-268 Points = C

188-232 Points = D

Less than 187 Points = F

All exams will be taken online. Each of the exams will be available on specific dates - these are listed in this syllabus.

### Points Per Assignment

12 Discussions (10 pts. per discussion)	120 points
4 Exams (55 points per exam)	<u>220 points</u>
Total	340 points

### Incomplete ("I")

**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.

### **Instructional Materials**

We the People: An Introduction to American Government, Twelfth Edition by Patterson, Thomas. 2016. ISBN-13: 978-1259439186. McGraw-Hill.

### HCC Policies

**ADA Policy:** If you have any special needs which affect your ability to learn in this class, please inform me. Appropriate steps will be taken to assist you with your needs. Any student with a documental disability (physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the ADA counselor at the beginning of each semester. There is a Disability Support Services Office at each campus. To find the name of the ADA counselor at your campus, visit [www.hccs.edu](http://www.hccs.edu), then click future students, scroll down the page and click on the words Disability Information. Faculty members are authorized to provide only the accommodations requested by the Disability Support Services Office.

Title IX of the Education Amendments of 1972 requires that institutions have policies that protect students' rights with regard to sex/gender discrimination. Information regarding these rights are in the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance.

**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.

### **Scholastic Dishonesty:**

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.

### **Class Attendance**

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 nonattendance. **I will not drop a student. It is the student's responsibility to process the paperwork before the due date.** Failure to withdraw officially can result in a grade of "F" in the course.

Students in HCC Online courses must log into their 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, September 10, 2018.** Although it is the responsibility of the student to withdraw officially from a course, the professor also has the authority to block a student from accessing Canvas, and/or to withdraw a student for excessive absences or failure to participate regularly.

If you are having technical difficulties and cannot login, you must immediately contact your instructor and the Canvas Help desk or you will be counted as absent.

### **Withdrawals:**

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 Friday, November 2, 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.

### **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/>

### **Distance Education**

The HCC Online Student Handbook contains policies and procedures unique to the DE student. Students should have reviewed the handbook as part of the mandatory orientation. It is the student's responsibility to be familiar with the handbook's contents. The handbook contains valuable information, answers, and resources, such as DE contacts, policies and procedures (how to drop, attendance requirements, etc.), student services (ADA, financial aid, degree planning, etc.), course information, testing procedures, technical support, and academic calendars. Refer to the DE Student Handbook by visiting this link:

<http://www.hccs.edu/media/houston-community-college/distance-education/student-services/pdf/HCC-Online-Student-Handbook.pdf>

### **Other:**

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/departments/police/campus-carry/>

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 for support (call 713-718-2000 to request name/location). Furthermore, please notify the professor if you are comfortable in doing so.

*This syllabus is meant as a guide and is subject to change at the discretion of the instructor. If there are any changes made, the student will be notified in a timely manner.*