



Government Course Syllabus

GOVT 2305
Fall, 2018, CRN: 11452
Online

3 Semester Credit Hours
48 Contact Hours
14 Weeks (9/4/18-12/16/18)
Online Dual Credit

Instructor Name

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- Email via Canvas is preferred form of communication

Government Department Chair

Dr. Cammy Shay

cammy.shay@hccs.edu

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.

Office Hours

Office Number: 101.10, Angela Morales Building @ SE College

Office Hours: *By Appointment*

Office Phone: 713-718-6979 (Leave a Message)

Course Description

U.S.--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:

2017-2020 HCC Government Program Student Learning Outcomes (GOVT 2305)

- * 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.

Course Student Learning Outcomes (SLO) [use only the ones that apply to the course you are teaching]

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 2306
4. Analyze the effects of the historical, social, political, economic, and cultural forces on politics and government. GOVT 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

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.

PURPOSE OF THE COURSE

On behalf of the Government Department faculty, I welcome you to the study of American Government at Houston Community College. This is a TOTALLY online course. You will not need to report to a campus to satisfy any of the course requirements. The course is designed for students who wish to complete their Government course requirements through a reading comprehension-based format. Online courses such as this one are designed for self-motivated students who find it difficult, if not impossible, to complete the required work in a traditional classroom format.

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.

EAGLE ONLINE User ID

Students should familiarize themselves with communicating through the email portal within Eagle Online (<https://eagleonline.hccs.edu>). Emails can also be sent from HCC Emails as long as students properly identify themselves by their name and CRN number. Emails sent from other email accounts (i.e. gmail, yahoo, etc.) may not receive a response.

Your EAGLE ONLINE username/password is the same as your HCC Active Directory (AD) and HCC Student email username/password. (Note: This username/password is also used to log-on to computers and printers at the HCC campuses).

If you have never used AD or your HCC student email, you must claim your account [here](#) before using it. Select *Student Claim Policy* from the drop-down menu and then follow instructions. (Note: Your W-number is the same number used for entering the Student Center. If you do not know your W-number, you can retrieve it [here](#)).

Call the HCC IT Help Desk at (713) 718-8800, option 1 for AD and student email phone support.

INSTRUCTIONAL METHODS:

While the amount of material covered in online courses should not be significantly different (let alone more difficult) than material covered in traditional in-class courses, online courses require a certain level of self-motivation not typically called upon in traditional courses. As such, online students will need to be much more disciplined in dedicated in their studies to excel in computer-based classes such as this one.

To meet the expectations placed in this course, students are required to do several things.

- *First*, students should complete assigned chapter readings in the textbook, which are provided in the course schedule found at the end of the syllabus. Courtesy of Smartbook and Connect your assigned chapter readings are available online, which you can access with the access code provided by the Publishers.

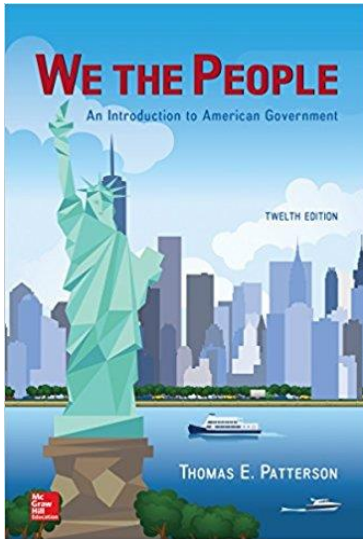
- *Second*, students should also take advantage of the Eagle Online modules that correspond with the assigned readings. In addition, ancillary material (i.e. practice questions, textbook-based activities, etc.)
- *Third*, I also will make class announcements, which will often address questions some of you might have about your status in the class or the general progress of the overall course. These announcements also serve as reminders of upcoming deadlines of assignments, exams, etc. While students should not be actively anticipating an announcement by a certain day and time of the week, I plan to make at least one announcement per week.

Required Text:

Patterson, Tom (2017) *We the People, 12th Edition*. McGraw-Hill

ISBN: 9781260210620. T

This ISBN consists of a package that includes the loose-leaf version of the text with the *Connect* access card. The *Connect* access does contain SmartBook/eBook. Please be sure to purchase the package with *Connect* as it is a required component of your course.



EXAMS (60 POINTS FOR EACH EXAM):

There will be THREE non-cumulative exams scheduled this term. Each exam will comprise of SIXTY multiple choice questions. Students will also have SIXTY continuous minutes to start AND finish each exam.

To preserve the integrity and security of each exam, all tests will contain each of the following provisions.

- 1) No two students will receive anything close to the same exam. Questions that appear for each exam and for each student originate from an extensive pool of questions spanning multiple chapters randomly pulled for each student, both in the order of when/if the question appear on the exam and on whether they appear at all. It is entirely possible for students to receive a completely and absolutely different exam from each other so as long as they are drawn from the same chapters.
- 2) Students will be given SIXTY continuous minutes on each exam. *All exams must also be turned in by a certain date (see schedule) at 11:59pm CENTRAL time. Incomplete*

exams will be submitted by 11:59pm regardless of completion status. To be afforded the full 60 minutes, be sure to start an exam at 10:59pm or before on the deadline date. Students that open an exam AFTER 10:59pm will only have until 11:59pm that same day to finish

Students SHOULD NOT take any breaks during the middle of the exam; doing so will count against the minutes remaining to complete the exam as the clock will continue to tick. As such, before starting the exam, make sure that all bodily needs have been met and that you are in a distraction-limited environment to insure exam completion within the allotted time.

All tests are intended to be closed-note exams. Before starting an exam, be sure to put away all notes, your textbook and other study material that you may have used in preparation for the exam. Strong students who have kept up with all of the course specifics should realize that any use of open material during the exam will be unnecessary if you have the appropriate preparation beforehand.

Students should not expect to learn about their final grade on any exam until sometime AFTER the exam period closes. No exam will EVER be available for public viewing to preserve the exam's integrity. Students who wish to review the exam questions may only do so through two ways:

- 1) By setting up an appointment to meet with me in person on-site at an HCC Campus during a mutually convenient time.
- 2) By setting up a phone appointment through the office number I have provided above (Leave a message).

MODULE ASSIGNMENTS: CHAPTER COMPLETION ACTIVITIES (3 POINTS PER COMPLETED CHAPTER ACTIVITY, 50 POINTS TOTAL)

There will be a total of SIX learning modules. Each module will consist of anywhere between two and four assigned chapter readings and activities that correspond with the readings. Students will earn TWO points upon completion of a chapter activity. Given that there are a total of 17 chapters in your assigned textbook, students can earn up to 51 points per completion of all chapter activities. Given that I have set the "maximum" number of points students can earn at 50, students can earn a small built-in bonus for fully completing all completion activities.

Given that the points earned from these activities call upon the opening and subsequent reading of the chapters, it is safe to assume that they are open book and open practically everything else. Once an exercise is made available for students to start on, you will have to successfully answer all practice questions by the stated deadline.

MODULE ASSIGNMENTS: CURRENT EVENT DISCUSSIONS (20 POINTS PER QUIZ, 120 POINTS TOTAL)

Each module will include a current event discussion. Depending on the module, expect there to be some variation in the activity. In some cases, students will be asked to view a video I have made available; in other cases, read an article I have selected that relates to the module. Following your completion of this activity, you will be asked to complete two parts of this discussion:

- Part 1: In either about ten sentences or about 100 words, answer the prompt I have written following your completion of said activity. (10 Points)

Part 2: Review the statements of at least one of your peers and write a minimum of a five-sentence response or about 50 words. Students should note that Part 2 cannot be completed without first submitting Part 1. (10 Points)

SYLLABUS QUIZ

In addition to exams and module assignments, there will also be a required syllabus quiz open during the first week of the semester. Students will have unlimited opportunities to take and retake the quiz until the maximum number of points (TEN) can be earned. While the syllabus quiz will not be an official grade that students can earn, any student who fails to earn the maximum number of points on the syllabus quiz will not gain full access to the course AND will be at risk of being withdrawn from the course. The purpose of the syllabus quiz is to insure that all enrolled students become familiar with my course expectations and requirements. Lastly, the format of the syllabus quiz is multiple choice.

LETTER GRADE ASSIGNMENT:

To calculate your grade, simply add up your top three exam scores and both of your written assignments. You can earn a maximum of 350 points.

Course Assignments	Points for Each Assignment
EXAM 1	60 POINTS
EXAM 2	60 POINTS
EXAM 3	60 POINTS
DISCUSSIONS	120 POINTS
CHAPTER COMPLETION ACTIVITIES	50 POINTS
TOTAL	350 POINTS

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

Total Points	Letter Grade
315-350	A
280-214	B
245-279	C
210-244	D
0-209	F

LATE WORK:

Unless stated otherwise, the deadlines for all assignments (i.e. exams, discussions, and chapter activities) are due at 11:59pm central time. My recommendation: Stay a day or two ahead of the deadlines in case something goes wrong (technical/computer difficulties, the death of a close relative, etc.) as deadlines to all respective assignments are hard, firm, and will NOT be opened.

MAKEUP POLICY

Concerning tests, I STRONGLY recommend that you make yourself available for the exam date. However, if you have to miss either the first or second exam for any reason, you may take a makeup exam scheduled towards the end of the semester. However, keep in mind that I do reserve the right to allow making up a missed exam well before the end of the

semester with prior my knowledge of a scheduling conflict and with legitimate documentation of such conflict. Students who miss BOTH Exams 1 and 2 will be allowed to make up only one of the two exams.

While the material covered in the makeup exam is similar to material covered in the original exams, students typically do not score as high on the makeup.

Exam 3 is also scheduled during the last week of this term. STUDENTS WILL NOT BE ALLOWED TO MAKE UP THE THIRD EXAM at that time as the makeup exam date is scheduled EITHER during the same week Exam 3 is scheduled OR in the 1-2 weeks prior (*check schedule below*). Students who miss the third exam will have VERY limited, if any opportunities to makeup Exam 3 given the test's proximity towards the end of the semester. Simply put, making up Exam 3 will be VERY inconveniencing administratively for the student.

There will be NO make-up opportunities to any missed module assignments. Expect the deadlines to submit these assignments to be hard, firm deadlines. Students are also encouraged to start early on these assignments to avoid any potential problems and/or difficulties that may surface as the respective deadlines approach.

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, 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 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.

Simply put, violations of academic integrity will NOT be tolerated. At a minimum, a grade of "0" will be recorded on the assignment or exam in question should there be any violation of such dishonesty. 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. Pleading ignorance on the rules regulating academic integrity WILL NOT help you.

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.

Check the course schedule for the last withdrawal date of this term (see below).

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.

Course Calendar:

CLASS DATE	READING ASSIGNMENT	REFERENCE CHAPTER
9/4-9/7	Introduction & Course Expectations Introduction to <i>Connect</i> and <i>Smartbook</i> Syllabus Quiz (Due 9/7/18 at 11:59pm)	Syllabus
9/10-9/21	Module 1 US Political Landscape US Constitution Federalism Discussion 1 & Chapter Activities (Due 9/21 @ 11:59pm)	Required: Ch. 1, Ch. 2, & Ch. 3 <i>Recommended: Declaration of Independence, US Constitution, Federalist #10</i>
9/24-10/5	Module 2 Civil Liberties Civil Rights Discussion 2 & Chapter Activities (Due 10/5 @ 11:59pm)	Ch. 4 & Ch. 5
10/5-10/8	Exam 1 (Due 10/8 @ 11:59pm)*	
10/8-10/19	Module 3 Public Opinion & Socialization Political Participation News & Social Media Discussion 3 & Chapter Activities (Due 10/19 @ 11:59pm)	Ch. 6 & Ch. 7, & Ch. 10
10/22-11/2	Module 4 Political Parties Interest Groups Discussion 4 & Chapter Activities (Due 11/2 @ 11:59pm)	Ch. 8-Ch. 9
11/2-11/5	Exam 2 (Due 11/5 @ 11:59pm)	
11/5-11/16	Module 5 US Institutions Discussion 5 & Chapter Activities (Due 11/16 @ 11:59pm)	Ch. 11-Ch. 14 <i>Recommended: Federalist #51 Federalist #78</i>
11/19-11/30	Module 6 Public Policy (Foreign & Domestic) Discussion 6 & Chapter Activities (Due 11/30 @ 11:59pm)*	Ch. 15-Ch. 17
12/3-12/7	Exam 1 or Exam 2 Makeup (Due 12/7 @ 11:59pm)	
12/7-12/10	Exam 3 (Due 12/10 @ 11:50pm)	

****The instructor reserves the right to modify the syllabus at any point during the semester****

Other important dates:

Labor Day: 9/3/18

Thanksgiving Day: 11/22/18

Last day to withdraw with a "W" 11/2/18