



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

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

**GOVT 2305: Federal Government | Lecture | #13087**

Spring 2019 | 16 Weeks (1/14-5/12/19)

In-Person | West Houston Institute 203 | MW 11:00 a.m.-12:20 p.m.

3 Credit Hours | 48 hours per semester

**Instructor Contact Information**

Instructor: Tom Haymes

Office: TBD

HCC Email: [tom.haymes@hccs.edu](mailto:tom.haymes@hccs.edu)

Office Phone: TBD (Please use email)

Office Hours: TBD for now by appointment

Office Location: West Houston Institute

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.

**What's Exciting About This Course**

You are what's exciting about this course. This course is about understanding what it means to live in a democracy, why it works the way that it does, and how you can change it.

**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](#).

**Instructional Materials**

The class blog contains prompts and Elevate assignments and is where you will be doing most of your work. It is at: <http://hccamericangovernment13087.edublogs.org>. All of your assignments will be submitted here. You will receive instructions the first week of class on how to access it.

**Textbook**

The textbook is the OpenStax US Government Book which is online at: <https://openstax.org/details/books/american-government>

### **Assignments and Activities**

This class will use the RISE method ([risemodel.com](http://risemodel.com)) for evaluating all student work. This method measures the level of student thinking and ability to process information. Points will be assigned based on the difficulty of the assignment on the RISE scale as follows:

- 1) **Reflect** – Students will be asked to respond to different areas of the class through direct comment (usually short). Four Reflection Posts will be counted every comments section for a total of 20 points (5 points each)
- 2) **Inquire** – Students will be asked to provide additional information through research and further reading both in comments and in class activities. Inquire posts must consist of a citation and a brief statement as to why that citation is relevant. Two Inquiry Posts will be counted for every comments section for a total of 20 points (10 points each)
- 3) **Suggest** – Students will be evaluating other students’ work. A suggestion consists of a brief selection from blog, rewriting that selection, and backing up your rewrite with a citation. One Suggestion Post will be counted for every comments section for a total of 20 points (20 points each)
- 4) **Elevate** – Students will be asked to synthesize and contribute original thought to their areas of interest. ELEVATE Assignments will take the form of an only newspaper-style blog entry relating the student interest topic to the work of the week – ELEVATE blogs will be worth up to 50 points each and the final portfolio will be worth 100 points

### **Course Calendar:**

Class sessions are working sessions and progress is in large part dictated by the speed the class moves. Assignment deadlines are at the end of each section of the course and the relevant sections of the textbook are spelled out below.

- The structure, functions and nature of the institutions of the US government. ELEVATE BLOG #1 **DUE 2/6** *Comments Due 2/13* (Chapters 1-3, 11-12, 15, Constitution, Federalist 10, 51)
- How the implementation of the US Constitution has evolved through practice and legal methods. ELEVATE BLOG #2 **DUE 3/6** *Comments Due 3/20* (Chapters 4-5, 13)
- Media, interest groups, parties and the structure of the political system influence political participation. ELEVATE BLOG #3 **DUE 4/3** *Comments Due 4/10* (Chapters 6-10)
- Identify the policy making process and comprehend the outcomes of foreign and domestic policy in the US. (Chapters 16-17)
- Why participate? MULTIMEDIA ELEVATE ASSIGNMENT **DUE 4/22**
- FINAL PORTFOLIO **DUE 5/6 at 11 am**

<b>Assignment</b>	<b>Reflect</b>	<b>Inquire</b>	<b>Suggest</b>	<b>Elevate</b>	<b>Total</b>	<b>Grading Scale</b>
In-Class Activities		100			100	<b>450-500 = A</b>
Blog #1				50	50	<b>400-449 = B</b>
Comments on Blog #1	20	20	20		60	<b>350-399 = C</b>
Blog #2				50	50	<b>300-349 = D</b>
Comments on Blog #2	20	20	20		60	<b>0-299 = F</b>
Blog #3				50	50	
Comments on Blog #3	20	20	20		60	
Multimedia Assignment				<i>50*</i>	50	
Final Portfolio				100	100	
<i>*20 Points from TH; 30 Points from Peers</i>			<b>Available Pts. →</b>		<b>580</b>	

### **Other important dates:**

Last day to withdraw with a "W" 4/1/19

MLK Day: 1/21/19 (no class)

President's Day: 2/18/19 (no class)

Spring Break: 3/11-15 (no class)

### **Grading Criteria**

Students will be given points based on the quality of effort and the kind of assignment the student is being asked to undertake. Reflections are worth 5 points each, Inquiry, 10 points, Suggestion, 20 points, Elevate up to 50/100 points. Additional points may be earned during in-class assignments. Grading scale: 0-299/F, 300-349/D, 350-399/C, 400-449/B, and 450-500/A.

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

### **Instructor's Practices and Procedures**

Class points are only available up until the time the assignment is due (at class start time on the due date). Reflection, inquiry, and suggestion points from comments are available for one week after Blog/Reflection exercises are due.

- **There are no late assignments allowed in this class.** Instead, I have included 80 extra points in the grading rubric to allow for missed assignments or in-class activities.
- All assignments are submitted online so even if you cannot make it to class for some reason there is nothing to stop you from submitting assignments.
- **You MUST complete the Final Portfolio to Pass this Class. All students failing to submit a Final Portfolio will receive an "F" for the class unless previously withdrawn.**

### **Support Services**

#### **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 libraries' resources and services is the HCCS library web page at <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/>.

### **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

### **Program Student Learning Outcomes (PSLOs)**

- Identify and describe the institutions of the US federal government.
- 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 US federal 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.

### **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

## **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, collusion on an exam or project, and misrepresentation of credentials or prerequisites when registering for a course. Simply put, violations of academic integrity will NOT be tolerated.

## **HCC Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance policy is at:**

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

"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. **Any violation of the scholastic dishonesty policy will result in zero points for that assignment.** *Students receiving a 0 for plagiarism have a responsibility to immediately consult with the professor to avoid a second violation.* **More than one violation will result in an "F" for the course. No exceptions.**

**Attendance Procedures**

There will be some points awarded during in-class activities. You must be present to receive those points. Students missing more than three days before the drop date may be dropped by the instructor at his discretion. Students missing the last week of class and not submitting a final portfolio will be graded on all assignments submitted and given the appropriate letter grade. Students must contact the instructor no later than the last day of class to avoid this consequence.

**Student Conduct**

Students will be required to participate in discussion activities and interact with fellow classmates in an online setting. Any and all communication among class participants must remain civil and respectful. Any instances of these disruptions may result in an administrative withdrawal without refund.

**HCC Policies and Student Support**

The HCC Student Handbook is at <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

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

**EGLS3:**

The EGLS3 ([Evaluation for Greater Learning Student Survey System](http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/)) 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. EGLS3 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 Information:**

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

**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.

## **HCC Office of Institutional Equity, Inclusion, and Engagement**

(<http://www.hccs.edu/departments/institutional-equity/>)

- **Ability 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  
Houston, TX 77266-7517  
(713) 718-8271 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu)  
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

## **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.

## **Department Chair Contact Information**

Department Chair: Dr. Cammy Shay

Office Number: 713-718-7141

Email Address: [cammy.shay@hccs.edu](mailto:cammy.shay@hccs.edu)

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