

**[ The Instructor's Syllabus for Government 2305 Section 154**

**Begins on Page 3.**

Your text for this course is: ***Introduction to American Government, Seventh Edition,***

***Do NOT purchase any other textbook listed on THIS page!***

**Statement of the SPC Social Science Department's  
Government/Political Science Division for  
GOVT 2305 Common Course Syllabus**

*(As required by the Texas Legislature and Texas Higher Education Coordinating Board  
and approved by Texas Higher Education Coordinating Board and SPC)*

Department: Social Sciences

Discipline: Government

Course Number: GOVERNMENT 2305

Course Title: Federal Government (Federal Constitution and Topics)

Credit: 3 Lecture, 0 Lab

Satisfies a core curriculum requirement? Yes, Social Science and ALL Undergraduate Degrees

Prerequisites: TSI compliance in Reading

Available Formats: Conventional, INET, ITV

Campus: Levelland, Reese, ATC, Plainview

Textbook: **Varies according to instructor,** (but for ALL dual credit classes: We The People, 9<sup>th</sup> Edition; Authors: Ginsberg, Lowi, Weir, and Tolbert; Publisher: Norton.) **Refer to each instructor's instructions for textbook requirements.**

Course Specific Instructions: Each instructor will attach his/her course with specific instructions.

Course Description: This course is a survey of fundamental principles of political science, including the American system of government and the origins and development of the constitutions of the United States. This course satisfies the Legislative requirements for teacher certification.

Course Purpose: Government 2305, as taught at South Plains College, is a reading intensive course designed to acquaint the learner with the origin and development of the US 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. This course meets the statutory requirements as set forth by the State of Texas.

Approval Number: 45.1002.51 25

Course Requirements: To maximize a student's potential to complete this course, he/she should attend all class meetings, complete all homework assignments and examinations in a timely manner, and complete all other projects or papers as assigned in the instructor's specific instructions.

Course Evaluation: See the instructor's course information sheet for specific items used in evaluating student performance.

Attendance Policy: Whenever absences become excessive and in the instructor's opinion, minimum course objectives cannot be met due to absences, the student will be withdrawn from the course. Each instructor will have additional information about attendance on his/her course information sheet.

Student Learning Outcomes (SLO):

Students who have completed this course will be expected to:

1. Explain the origin and development of constitutional democracy in the United States.
2. Demonstrate knowledge of our 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.
6. Analyze the election process.
7. Describe the rights and responsibilities of citizens.
8. Analyze issues and policies in U.S. Politics.

Fundamental Component Areas (FCA):

Students will be expected to perform satisfactorily in four FCA.

1. Critical Thinking Skills – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information by:
  - a. Generating and communicating ideas by combining, changing, or reapplying existing information,
  - b. Gathering and assessing information relevant to a question,
  - c. Analyzing, evaluating, and synthesizing information.
2. Communication – to include effective development, interpretation and expression of ideas through written, oral or visual communication by:

Developing, interpreting, and expressing ideas through written, oral, or visual communication.
3. Social Responsibility Skills – to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities by:
  - a. Demonstrating intercultural competence,
  - b. Identifying civic responsibility,
  - c. Engaging in regional, national, and global communities.
4. Personal Responsibility – to include the ability to connect choices, action, and consequences to ethical decision-making by:
  - a. Reading, understanding and affirming agreement and acceptance of principles, guidelines and requirements set forth in the “Statement of Personal Responsibility of Students” (Attached)
  - b. Evaluating choices and actions and relating consequences to personal decision-making
  - c. Accepting personal responsibility for decisions and actions taken or not taken

11-9-2012 rev.

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**INSTRUCTOR’S SYLLABUS FOR GOVERNMENT 2305.154**

## Syllabus for Government 2305 Section 154 - Summer I 2017

Instructor: Mr. Daniel L English

*(This syllabus shall serve as the guideline, requirements, and obligations for student performance for this course.)*

**Primary communication for this internet course will be the “Message” Tool found in this SPC Blackboard course: GOVT-2305-154.163S**

**SPC Office & Phone:** RC316A; 806-716-2454 **NO SCHEDULED OFFICE HOURS IN SUMMER**

**Student contact: Please use the course Blackboard “Messages”**

**Email address:** [denglish@southplainscollege.edu](mailto:denglish@southplainscollege.edu)

**Purpose:** Government 2305, as taught at South Plains College, is a reading intensive course designed to acquaint the learner with the history, theory, and evolution of the American political system through a survey of institutions, processes, public policies and the actions of and interactions between the institutions of governmental and private entities. Government 2305 will also contribute to the student’s understanding of the present state of the American Federal government. Theories, models and observation of past and current events will be utilized to demonstrate the scientific study of political phenomena. Further, the course meets the statutory requirements as set forth by the state of Texas.

**Statement of Instructor’s Intent:** Of necessity, we may study or discuss political ideas, events or personalities in politics or society, or you may be required readings which, to some, may include issues or viewpoints in conflict with your personal beliefs, values or ideology. It is not the instructor’s intent to either “convert” or offend any student, but to introduce students to the spectrum of ideology, political thought, and reasoned political debate in a pluralistic society.

**Textbook: Introduction to American Government, Eighth Edition 2016, by Turner, Stephenson, et al, from BVT Publishing.**

***If you are receiving financial aid and want to use that money to cover the purchase of your textbooks, you must purchase through the SPC Bookstore.*** Available at the SPC Bookstore: The “Textbook-Plus” ISBN: 978-1-62751-627-3, includes a loose leaf textbook plus an eBook, lab access, and student resources. *However, this textbook is available in hardcover, soft cover, loose leaf and e-book versions.* [Soft cover ISBN: 978-1-62751-624-2; eBook: 978-1-62751-626-6] *The textbook may be purchased from a variety of booksellers (or ‘renting’ texts or e-books) including [www.bvtpublishing.com](http://www.bvtpublishing.com)*

**Assigned Readings,** (in addition to the text) will be used in this course. These readings will be assignments posted in Blackboard. These additional readings will be included in the appropriate Chapter Quizzes.

***Students are required to deliver a signed “Statement of Personal Responsibility” (see page 7 of syllabus) to the instructor no later than 10:00 pm Thurs. June 8<sup>th</sup>.***

**Instructions:** Copy the form, paste into a message to the instructor (using Blackboard “Message”, NOT an email), insert your full name and student ID after “(signature)” and send **before 10:00 pm Thurs. June 8<sup>th</sup>** if you agree to the statement. *If you have any questions regarding the syllabus and course requirements, please contact Mr. English to resolve your concerns. Examine the personal responsibility expectations, course*

requirements, and due dates thoroughly to ensure you will have no conflicts in completing all of the assignments.

**GOVT2305.154 Summer I 2017 (Text) Requirements, Quizzes and Due Dates**

**Schedule:** (note: Chapter numbers indicate **Introduction to American Government, Eighth Edition 2016**)

**First Day of class ..... Monday June 5<sup>th</sup>**

**Statement of Personal Responsibility due .....Thurs. June 8<sup>th</sup> 10:00 pm**

**Quiz 1:**..... Chap. 1 .....U.S. Constitution..... Wed. June 14<sup>th</sup> 10:00 pm

**Quiz 2:**..... Chap. 2..... Federalism and the States ..... Wed. June 14<sup>th</sup> 10:00 pm

**Quiz 3:**..... Chap. 4..... Political Ideologies ..... Wed. June 21<sup>st</sup> 10:00 pm

**Quiz 4:**.....Chap. 5 .....Public Opinion & Political Participation.. Wed. June 21<sup>st</sup> 10:00 pm

**Quiz 5:**.....Chap. 6 .....Public & the Media ..... Wed. June 21<sup>st</sup> 10:00 pm

**Quiz 6:**..... Chap. 7..... Interest Groups & Political Parties..... Wed. June 21<sup>st</sup> 10:00 pm

**Last Day to Drop..... Mon. June 26<sup>th</sup>**

**Quiz 7:**..... Chap. 8..... Campaigns & Elections..... Wed. June 28<sup>th</sup> 10:00 pm

**Quiz 8:**..... Chap. 9..... Congress..... Wed. June 28<sup>th</sup> 10:00 pm

**Quiz 9:**..... Chap. 10..... The Presidency..... Wed. June 28<sup>th</sup> 10:00 pm

**Quiz 10:**..... Chap. 12 ..... The Supreme Court..... Wed. July 5<sup>th</sup> 10:00 pm

**Quiz 11:**..... Chap. 3 ..... Liberties & Civil Rights ..... Wed. July 5<sup>th</sup> 10:00 pm

**Quiz 12:**..... Chap.14 ..... Economics ..... Tues. July 11<sup>th</sup> 10:00 pm

**Quiz 13:** ..... Chap. 15 ..... Domestic Policy..... Tues. July 11<sup>th</sup> 10:00 pm

**Quiz 14:**..... Chap. 16 ..... Foreign Policy..... Tues. July 11<sup>th</sup> 10:00 pm

**Official Last Day of class ..... Tues. July 11<sup>th</sup>**

**NO QUIZZES MAY BE SUBMITTED AFTER TUESDAY JULY 11<sup>TH</sup> 10:00 PM.**

**Grading and Course Requirements:**

| <i>Item</i>   | <i>Points</i>            | <i>Total Points</i> |
|---|--------------------------|---------------------|
| (The <u>lowest</u> Quiz score of 14 quizzes will be <u>dropped</u> )                      |                          |                     |
| <b>13 chapter quizzes</b>   | <b>100 points each</b>   | <b>1300</b>         |
| <b>Course Grade =</b>   | <b>Max. Total Score:</b> | <b>1300 points</b>  |
| <b>≥ 1170 = (90%) A; ≥ 1040 = (80%) B; ≥ 910 (70%) = C; ≥ 780 (60%) = D; &lt; 780 = F</b> |                          |                     |

### Chapter Quizzes:

**Each chapter quiz will be approximately 20 to 40 multiple choice questions.** (The number of questions may vary depending on the chapters.) Chapter quizzes will be timed, two attempt tests. (The higher score will automatically be recorded in the Blackboard Grade Book. Students will have at least a one week window of availability for each quiz. ("Availability" does not equal the time allowed to complete the quiz.) The time allowed for each quiz will be determined by the number of questions on that particular quiz. (Approximately thirty minutes minimum will be provided.) The quizzes are intended to ensure students adequately cover material and areas in the assigned chapters. **It is advisable to read and study the chapters and any assigned readings before attempting the chapter quiz to be familiar with the material (to prevent a "blind" and hurried "hunt-the-answer" strategy which tends to be unsuccessful.)**

**Retests and late testing will be allowed ONLY IF the SPC Blackboard system is down.** Any student not completing a chapter quiz by the due date/time will receive a zero for that quiz.

***Thirteen chapter quizzes will be conducted during the semester. The lowest chapter quiz scores will be dropped and the remaining twelve will be included toward the course grade.***

### Student Internet Responsibilities:

It is the responsibility of the student to make sure that they have the necessary computer resources and skills to take an online course. The academic instructors are not your computer instructors or technical advisors.

If your computer is down or an older slower machine, use computers in the SPC Levelland Technology Center, one of the computer labs or library at SPC Levelland or Reese, public library computers, or other dependable locations.

### Student Internet/Blackboard Assistance:

You can learn more by logging into **MySPC**, click on "Distance Learning" and visit the Blackboard Tutorials. You will find various tutorials, and Frequently Asked Questions.

In addition, support hours are Monday through Thursday, 8:00 a.m. - 4:00 p.m. and 8:00 am to 3:00 pm on Friday. Student support is available by e-mailing [blackboard@southplainscollege.edu](mailto:blackboard@southplainscollege.edu) or calling (806) 716-2180. When e-mailing a request for help, include your full name, course(s) enrolled in, name of instructor(s) and a phone number where you can be reached.

## **SOUTH PLAINS COLLEGE & CLASS POLICIES 2016**

*[Issued by the Office of Vice President for Academic Affairs]*

### Attendance, drops and withdrawals, and academic integrity:

**Class Attendance:** Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the

instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have “Never Attended” by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of “X” or “F” as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student’s responsibility to be aware of that policy.

It is the student’s responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

### ***Instructor’s Policy:***

#### **Student “Attendance:”**

**Any student failing to complete four (4) quizzes during the semester, or having no activity in the course for a ten day period, (holidays not included,) may be dropped from the course with either an “X” or “F” by the instructor.**

If it is your misfortune to have a serious illness, either the student or family member of the student should contact all of his or her instructors and apprise them of the situation.

#### **Chapter Quizzes:**

**Each chapter quiz will be approximately 20 to 40 multiple choice questions.** (The number of questions may vary depending on the number of chapters.) Chapter quizzes will be timed, two attempt tests. (The higher score will automatically be recorded in the Blackboard Grade Book. Students will have at least a one week window of availability for each quiz. (“Availability” does not equal the time allowed to complete the quiz.) The time allowed for each quiz will be determined by the number of questions on that particular quiz. (Approximately thirty minutes minimum will be provided.) The quizzes are intended to ensure students adequately cover material and areas in the assigned chapters. **It is advisable to read and study the chapters and any assigned readings before attempting the chapter quiz to be familiar with the material (to prevent a “blind” and hurried “hunt-the-answer” strategy which tends to be unsuccessful.)**

**Retests and late testing will be allowed ONLY IF the SPC Blackboard system is down.** Any student not completing a chapter quiz by the due date/time will receive a zero for that quiz.

**Fourteen chapter quizzes will be conducted during the semester. The lowest chapter quiz scores will be dropped and the remaining eleven will determine the course grade.**

#### **Student “Attendance:”**

**Any student failing to complete four (4) quizzes during the semester, or having no activity in the course for a ten day period, (holidays not included,) may be dropped from the course with either an “X” or “F” by the instructor.** If it is your misfortune to have a serious illness, either the student or family member of the student should contact all of his or her instructors and apprise them of the situation.

#### **Student Internet Responsibilities:**

It is the responsibility of the student to make sure that they have the necessary computer resources and skills to take an online course. The academic instructors are not your computer instructors or technical advisors.

If your computer is down or an older slower machine, use computers in the SPC Levelland Technology Center, one of the computer labs or library at SPC Levelland or Reese, public library computers, or other dependable locations.

**Time Management:**

**The course demands study and quiz preparation almost every day due to the extensive amount of information covered in the 2305 Federal Government course.**

In Fall and Spring semesters, it is recommended as a starting point to budget one hour of study for every hour of class time. With online classes, however, both class time and study time need to be scheduled. Students will spend 38 hours in class and 38 hours (minimum) studying during either the Fall and Spring semesters for a total of 76 hours. (Internet and some students need more study time to succeed and that should be factored in, as well. This additional time needed may add 50% to the required study time for a total of almost 120 hours during the fifteen weeks.) **For a five week course, the 120 hours calculates to an approximate average of 4.8 hours per day – five days a week.** Keep in mind, you will have to cover a minimum of 11 chapters and quizzes to successfully complete the course. **After your first two completed quizzes, honestly evaluate your quiz scores and efforts to determine how to adjust your study strategies and time to successfully complete the course.**

Internet students **must** exercise effective time management skills. **You must plan your study strategies, and budget time for all of the course requirements. *Leave yourself extra time before the due date/time (in case of emergencies or technical problems.)*** Waiting to the last minute for completion of the work tends to result in an unsatisfactory grade or a lost opportunity for the second attempt of a quiz.

Review and apply the “Study Guides for this Online Class” posted in the ‘Quick Start,’ ‘Syllabus’ folder and in the ‘Announcements’ to be aware of study skills, test preparation & test taking strategies to ensure your success in this class.

***If you do not have the time available to devote to these course requirements, or are, honestly, not an effective time manager, you should consider taking this course in a classroom setting rather than risk either having to drop the course or earning an unsatisfactory grade.***

**Student Conduct, Misconduct, Academic Integrity, Cheating, Plagiarism and Appeals:**

Violations of academic integrity, plagiarism and/or cheating will result in a grade of “0” for the test or assignment in question, and a reduction of the earned course grade or may result in a grade of “F” for the course. This syllabus and the South Plains College General Catalog 2015-2016, and SPC Student Guide, shall serve as the policy guideline for these issues.

“**Cheating:** Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office or computer systems are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length, as well as to final examinations, to daily reports and to term papers.

**Plagiarism:** Offering the work of another as one’s own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical

expression of material taken from books, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of fellow student, is guilty of plagiarism.” – General Catalog 2016-2017

**The appeals process as outlined in the General Catalog and Student Guide will apply.** In general, students should attempt to resolve conflicts by first contacting the instructor. If this does not resolve the issue to the student’s satisfaction, then the student should contact the Chair of the Department. Subsequent courses of action are outlined in the Catalog and Student Guide.

**Religious Holy Days:** In accordance with Section 51.911, Texas Education Code, SPC will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within seven (7) calendar days after the absence.

Students are required to file a written notification of absence with each instructor within the first fifteen (15) days of the semester in which the absence will occur. Forms for this purpose are available in the Student Services Office along with instructions and procedures.

“Religious holy days” means a holy day observed by a religion whose place of worship is exempt from property taxation under Section 11.20, Tax Code.

**Diversity Statement:**

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**ADA Statement**

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office through the Guidance and Counseling Centers at Reese Center (Building 8) [716-4606](tel:716-4606), or Levelland (Student Services Building) [716-2577](tel:716-2577).

***Students are required to deliver a signed “Statement of Personal Responsibility” (see page 9 of syllabus) to the instructor no later than 10:00 pm Thurs. June 8th .***

**Instructions:** Copy the form, paste into a message to the instructor (using Blackboard “Message”, NOT an email), insert your full name and student ID after “(signature)” and send before **10:00 pm Thurs. June 8th** if you agree to the statement. *If you have any questions regarding the syllabus and course requirements, please contact Mr. English to resolve your concerns. Examine the personal responsibility expectations, course requirements, and due dates thoroughly to ensure you will have no conflicts in completing all of the assignments.*



## Student Statement of Personal Responsibility

Successful completion of this course depends on the student accepting personal responsibility for:

- following the guidelines of the syllabus, and written and/or verbal instructions for assignments and exams;
- budgeting sufficient time in advance of quizzes and additional assignments and their due dates to successfully accomplish each course requirement;
- evaluating personal performance as reflected in each individual grade received and the cumulative effect of those grades on the successful completion of this course;
- taking responsibility for strategies and tasks which will improve study skills and habits during this semester;
- and accepting personal responsibility for the choices, actions, and consequences made as a student of this government course.

***Copy the following statement; paste into a Blackboard message to the instructor; fill in the name, signature, student ID number and date; and send.***

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I, \_\_\_\_\_ ( name), have read the entire syllabus for Mr. English’s government course, and understand the contents, requirements and obligations. I agree to accept personal responsibility for my performance as a student in this course and the consequences for my decisions, actions and academic performance.

(Signature) \_\_\_\_\_

Student ID number \_\_\_\_\_

Date \_\_\_\_\_

Course, Section: GOVT 2305.154.163S

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***This signed Statement of Personal Responsibility must be returned to the instructor by 10:00 pm Thurs. June 8<sup>th</sup> using the Blackboard “Messages” tool. (See the instructions above.)*** *Failure to return the signed Statement may result in the student being dropped from the class with an “X” on or about the “Certification of Class Roster Day.” If you have any questions regarding the syllabus and course requirements, please contact Mr. English to resolve your concerns. Examine the syllabus thoroughly to ensure you will have no conflicts which may prevent successful completion all of the requirements.*