Eastfield College, Spring 2015  
GOVT 2107: Texas and US Constitutions (1 hr.)  
Social Sciences, Human Services and Business Division

CLASS TIMES: GOVT 2107 43430 and 93400 are 100% on-line

INSTRUCTOR: Dr. Cindy Castañeda

PHONE: 972-860-7043 Office

E-MAIL: cindyc@dcccd.edu

OFFICE: C-273

MAILBOX: G-237

OFFICE HOURS: Contact me by email.

TEXT: No textbook required. Must have convenient and reliable internet access and be able to download software onto computer.

SUPPLEMENTAL READINGS:
All content and supplemental reading for the semester will be available via links to these readings on eCampus. The supplemental readings may cover current events, content related reading and interesting related information.

PREREQUISITE:
By permission only. Enrollment limited to students who have already completed a minimum of 6 SCH of GOVT courses but have not satisfied the statutory requirement for study of the federal and state constitutions. Ensures compliance with TEC §51.301.

COURSE DESCRIPTION:
GOVT 2107 – Federal and Texas Constitutions (1). A study of the United States and state constitutions, with special emphasis on Texas. (1 Lec.) Coordinating Board Academic Approval Number 4510025225

STUDENT LEARNING OUTCOMES FOR GOVT 2107:
1. Explain the origin and development of constitutional democracy in the United States.
2. Explain the origin and development of the Texas constitution.
3. Analyze the similarities and differences between the current U.S. and Texas constitutions.

COMMUNICATION
I know it can seem difficult (and maybe even a bit intimidating) to contact your professor. I hope that it won’t be as difficult by the end of the semester. I am here to help you meet your educational goals. Let me know if you would like to have a phone conference and we can arrange for it together. Another easy way to reach me is to send me an e-mail message. I will answer as quickly as I can, usually within 24 hours unless it’s a holiday or weekend, in which case it will take me longer to respond.
Email - You are required to have an email address in order to enjoy full participation in this class. You will be asked to provide an email address on eCampus. If you do not already have an email address you can request one free of charge from the Dallas County Community College District. Go to webpage http://www.dcccd.edu/netmail/ and follow the directions to establish an email address.

Note to Yahoo! Mail users: If you do not receive email from me regularly, check your Spam Folder as email from @dcccd.edu is often routed there.

** eCampus – ecampus.dcccd.edu **

Having reliable access to the internet and a computer will be essential to your success in this course as you will need to log into eCampus multiple times each week. The range of assignments using eCampus will include textbook materials, discussion boards, PowerPoint presentations, watching videos, taking practice quizzes, taking tests, and downloading your instructions on assignments, and submitting your assignments to me. If you do not have a computer at home to work on, please go to the Computer Labs on campus this week in L-108 or locate another computer you can use off-campus. Possible sites might be your local library, internet cafe, or at a friend's house.

Grades, readings, instructor notes, tests, presentations, assignments, and more will be available on eCampus. It is your responsibility to become familiar with eCampus and use it regularly. Since exams will be given on eCampus, it is essential that you become familiar with eCampus early in the course.

***The computer lab on the Eastfield campus is located in L-108.***

If you have trouble with eCampus call technical support at: 972/669-6402 or 1-866-374-7169 (toll free). The knowledgeable folks at the drop in computer labs are not responsible for supporting this software and may not be able to help you.

24 Hour Technical Support for Using eCampus: Click on Help in the top center of your screen to access the DCCCD Technical Support Center. The center offers a variety of "knowledge base" solutions to common problems, as well as live chat with a service representative and online help via a "trouble ticket."

** TEACHING AND LEARNING PHILOSOPHY **

✓ I believe that you value your education and that you have the potential to do excellent work. This includes your written work which will be graded on content mastery as well as writing mechanics including spelling, grammar and composition.

✓ I believe each of you has had experiences that can add to our understanding of democracy and of American and Texas government.

✓ I will try to find ways to foster an environment of tolerance and mutual respect where a free exchange of ideas can occur and we learn together even if there are divergent viewpoints.

✓ I believe that each of us has something to contribute as both teachers and learners. We will be doing a lot of work, some of which will put each of you in the role of teacher.

✓ I recognize there are a variety of learning styles represented in class and I will try to use numerous strategies on-line to make the class valuable to you. I will use written materials, audio and video recordings, manipulatives, and discussion boards to help you learn the material.

✓ Your assignments are designed to make you conduct research in order to think critically about the topic and apply your new learning to contemporary political issues.
✓ I will treat you with respect and will expect you to treat your classmates and me accordingly.

STUDENT RESPONSIBILITIES AND EXPECTATIONS

➢ I recognize that for most of you this may not be the only class you are taking this semester, and that you have many demands on your time. I hope you will recognize the value of this class, and include it as one of your priorities.

➢ It is your responsibility to have reliable and convenient access to the internet beginning on the first day of class. Without this it will be difficult, if not impossible for you to succeed in this class.

➢ I ask that you log into class regularly, spend time daily studying in order to be prepared, participate by reading and commenting on other's posts, and try to use the knowledge and insights you gain to understand government better.

➢ I ask that the work you submit be your own, that you abide by the rules of academic integrity outlined in the Student Code of Conduct and that you properly cite any works which you reference.

➢ Academic work must be submitted via SafeAssign. Plagiarized work will receive a grade of zero.

➢ I expect all written work submitted to me including papers, tests, discussion boards, article analyses and the like to be written in standard written English and to follow all rules of grammar, style and composition.

***COURSE SCHEDULE***
Changes may be made to the syllabus by the instructor in response to unforeseen needs and events. All assignments due at midnight (actually 11:59 pm)

<table>
<thead>
<tr>
<th>Date(s)</th>
<th>Readings</th>
<th>Assignments Due</th>
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</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Introduction to Course</td>
<td>Read Syllabus, View eCampus Tutorials, Syllabus &amp; Orientation Quiz due Wednesday, Indiana U. Plagiarism Certificate due Sunday, Discussion Board 1 due Sunday</td>
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<tr>
<td>Jan. 26 – Feb. 1</td>
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<tr>
<td>Week 2</td>
<td>Ch. 1: US Constitution</td>
<td>Discussion Board 2 due Sunday</td>
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<td>Feb 2 – 8</td>
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<tr>
<td>Week 3</td>
<td>Ch. 1: US Constitution (continued)</td>
<td>Unit Test 1 due by Sunday</td>
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<td>Feb. 9 – 15</td>
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<td><em><strong>February 12: Last day to drop with a “W”</strong></em></td>
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<tr>
<td>Week 4</td>
<td>Ch. 2: Texas Constitution</td>
<td>Discussion Board 3 due Friday, Unit Test 2 due by Friday</td>
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<td>Feb.16 - 20</td>
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EXAMINATIONS (Two exams, 2 x 25% = 50% OF TOTAL GRADE)
There will be two unit tests in this course. All of the tests will be administered using eCampus. You may take the test at any time before the due date. Once the due date has passed you may not take the test.
Since taking exams in an electronic format may be unfamiliar to you, you can practice by taking the Syllabus and Orientation Quiz.

- Test questions will be derived from the content, including the videos and activities, that have been provided to you in this course in the on-line textbook. The Progress Checks in each chapter are an excellent way to prepare for unit tests.
- A grade of zero will be entered for any test or assignment not completed by the due date and time.
- Students missing a test are permitted one make-up test per semester (except for final test). The student must notify the instructor immediately within 8 hours that they have missed an exam and must complete the make-up test within two days.
- If you are disappointed with your test grade, be sure to talk with me. I can offer suggestions for improving your work and direct you to opportunities for increasing your study skills.

**ASSIGNMENTS (50% OF TOTAL GRADE)**

All written assignments are evaluated on content and accuracy as well mechanics (grammar, style, spelling, organization). The assignments in this class consist of Discussion Board Assignments and can be found in the “Discussion Board” section of eCampus.

***GOVT 2107 EVALUATION PROCEDURES***

<table>
<thead>
<tr>
<th>Unit Tests</th>
<th>Student Learning Outcome</th>
<th>% of Grade</th>
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</thead>
<tbody>
<tr>
<td>Unit Tests 1 &amp; 2</td>
<td>1, 2, 3</td>
<td>50%</td>
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<table>
<thead>
<tr>
<th>Assignments</th>
<th>Student Learning Outcome</th>
<th>% of Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Syllabus &amp; Orientation Quiz</td>
<td></td>
<td>2.5%</td>
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<tr>
<td>Plagiarism Certificate</td>
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<td>2.5%</td>
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<tr>
<td>Discussion Board 1</td>
<td></td>
<td>5%</td>
</tr>
<tr>
<td>Discussion Boards 2 &amp; 3 (20% each)</td>
<td>1, 2, 3</td>
<td>40%</td>
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**Grading Scale:**

For your course grade, I will round your average up to the next highest grade if it is .5 or higher. For example, 89.5 will be considered an A. You can track your progress throughout the semester on eCampus. Grades will not be discussed on the phone or through email. After the semester is over you can check your grades on-line using eConnect.

- A = 90-100%
- B = 80 - 89%
- C = 70 - 79%
- D = 60 - 69%
- F = lower than 60%

**Extra Credit**

Passing this course requires meeting the minimum expectations of competency on the basic concepts of government. Any extra credit offered will be at the discretion of the instructor and not intended to make up for missed assignments.
**Attendance Policies**—Student performance is directly linked to class attendance. For a lecture class this means both coming to class and logging into and working on eCampus assignments weekly. For an online class that means logging into class multiple times per week. Therefore, the most important thing you can do is to attend class regularly. Try to attend class every day.

**Support Services**—If you have difficulty with this course, please contact me as soon as possible. I may be able to offer suggestions on reading, studying, note taking or test taking or assist you in finding help elsewhere on campus. I want you to succeed in this class and have an enjoyable experience. If there are difficulties; please talk with me as soon as possible. Eastfield College offers Academic Skills Centers, such as the Math Spot (in C-201), the LINC (in the Library) and the Science Corner (on 2nd floor mezzanine of the S building) which are free resources that can help you hone your study skills, improve your writing and assist with assignments.

**Student Conduct**—Each student is expected to conduct himself/herself with regard for the rights of others. Behavior that is rude, annoying to others, or disruptive may result in the student being directed to leave the class, failing the course, and/or being referred to the Dean. Please do not talk during class—it really makes it hard on other students as well as the instructor. And of course, it is just not acceptable for students to receive or make telephone calls, sleep, smoke, listen to music, read the newspaper, or eat during class. Thank you in advance for your cooperation in making this class one where there is an atmosphere of respect and friendliness.

**Classroom Etiquette:**
Keep your comments civil and cordial even when you disagree with a classmate’s perspective. A key part of your development in college is being able to disagree agreeably and to engage in robust intellectual discussions with people who hold opposing or different viewpoints.

**Record Keeping**—Please keep all papers that are returned to you. Although I will try to keep accurate records, I do sometimes make mistakes. I want to be certain that my failure to record a grade (or record it incorrectly) does not work against you. The easiest solution when I fail to record your work or record it incorrectly is to send me an email indicating the error! It is a great help and I appreciate it. All grades will be available on eCampus and you can verify your grades as recorded to ensure accuracy.

**COLLEGE POLICIES**

**Withdrawing From or Dropping Class**—If you are unable to complete this course, it is your responsibility to withdraw formally. Failure to do so will result in your receiving a performance grade, usually an "F." If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped.

**Students with Disabilities**—It is the policy of the Eastfield College and your instructor to comply fully with the Americans with Disabilities Act and to make reasonable accommodations for qualified students with disabilities. Students requesting accommodations due to a disability must identify themselves in a timely fashion and demonstrate/document the need for accommodation with the Disability Services Office (DSO). Students with a physical, mental or learning disability who require accommodations should contact the college Disability Services Office in C237. Call 972.860.8348 or email efcdso@dcccd.edu. For more information: http://www.eastfieldcollege.edu/SSI/DSO/index.html

**Absences for Religious Reasons**
Eastfield College supports the free exercise of religious beliefs. Please contact me as soon as possible about anticipated absences for religious reasons so that I may seek appropriate accommodations.

**Academic Dishonesty**—Eastfield College adheres to a strict policy on cheating and plagiarism. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. Please remember that rules against cheating apply to homework, papers, and attendance sign-in as well as tests. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog at http://www1.dcccd.edu/cat0506/ss/code.cfm and
attached to this syllabus. Please read the attached statement from the Student Code of Conduct and bear in mind the penalties for such actions. The usual minimum penalty for cheating or plagiarism is failure in the course and notification to the Dean of Humanities.

**Family Educational Rights and Privacy Act of 1974 (FERPA):**
In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as "directory information" to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

**STOP BEFORE YOU DROP:**
For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions.

Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a "W". Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: https://www1.dcccd.edu/coursedrops

**Repeating This Course- Third Attempt to Enroll in a Course**
Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in additional tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 Semester. See Third Attempt to Enroll in a Course at: http://www.dcccd.edu/thirdcourseattempt/

**Financial Aid Statement:**
Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

The instructor reserves the right to amend this syllabus as necessary.

★★ Thank you for your cooperation in making this an interesting and rewarding semester for all of us. ★★

**A Note about Plagiarism:**
Plagiarism, whether intentional or unintentional, is a very serious offense and will result in a grade of ‘F’ on the assignment. The student will be given a chance to improve their work and will receive the average of the first and second grades. A second offense of plagiarism will result in an immediate ‘F’ for the course and possible referral to the Student Discipline process.

Resources: If you are not sure what plagiarism is or how to cite properly, I have provided some resources for you in the External Links section of our course’s eCampus site.
Dallas County Community College District

Student Code of Conduct

STUDENT RIGHTS AND RESPONSIBILITIES:

STUDENT CONDUCT

"Cheating on a test" shall include:

a. Copying from another student's test paper.

b. Using test materials not authorized by the person administering the test. All forms of academic dishonesty, including cheating, fabrication, facilitating academic dishonesty, plagiarism, and collusion.

c. Collaborating with or seeking aid from another student during a test without permission from the test administrator.

d. Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test.

e. The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.

f. Substituting for another student, or permitting another student to substitute for one's self, to take a test.

g. Bribing another person to obtain an unadministered test or information about an unadministered test.

"Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work.

"Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

Discipline Any student violating this policy shall be subject to disciplinary sanctions including suspension. A "violation" means an act or omission which is contrary to a published college regulation or policy.

Sanctions for violations of prohibited conduct …may result in suspension.