Instructor: Rey Flores

Office #: Del Rio Hall - D-261

Office Phone: Please contact me through email.

Online/Virtual office hours-- Mon./Wed./Fri. 11:00am-12:00pm & Tues./Thurs. 12:30pm - 1:30pm

E-mail Address: RFlores@dcccd.edu

Please note I will attempt to respond to your email ASAP and/or within 48 hours during regular business days (Monday-Friday). I do check my email on weekends. However, please exercise some patience if communicating with me during the weekend as I may be out of town and/or attending to other business. Thank you for your patience.

**COURSE DESCRIPTION:**

Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties and civil rights. (3 Lec.) *Coordinating Board Academic Approval Number 4510025125.*

**PURPOSE:**

The purpose of this course is to help you obtain an understanding of the American systems of government and to become familiar with some of the important problems with which the U.S. government is concerned about. In addition, the course is intended to provide some basic facts on which to make political generalizations, to improve your capacity to think clearly, critically, and dispassionately about government and politics as well as to make rational judgments concerning political questions within the context of the values of American democratic tradition.
The course will provide you with a grasp of the organization and implementation of government, and the role of human beings in shaping and directing process.

**VERY IMPORTANT:** If you encounter any Technical Problem, contact technical support at 972-669-6402.

**TWO (2) TEXTBOOKS:**

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2) Critical Thinking: Concepts & Tools
Author: Richard Paul and Linda Elder
Publisher: Foundation for Critical Thinking
Copyright: 2009
Pages: 23
Dimensions: 4" x 5 1/2"

**Student Learning Outcomes for GOVT 2305** – Upon successful completion of this course, students will:

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

**Core Objectives** – GOVT 2305 develops the following Core Objectives:

**Critical Thinking** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
**Communication** - to include effective development, interpretation and expression of ideas through written, oral and visual communication

**Social Responsibility** - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

**Personal Responsibility** - to include the ability to connect choices, actions and consequences to ethical decision-making

**ATTENDANCE - VERY IMPORTANT:** Please note this is a distance learning course. With this in mind, no attendance is required. However, it is required that you complete the student orientation survey within the first two days from the start date. This will ensure that your attendance in the course is certified.

For financial aid and certification purposes, it is important that you complete the student orientation survey located in the welcome menu course button within the first two days from the start date. **Deadline to complete the survey is 3/22/17.**

It is important that all of you complete the orientation student survey and establish an e-mail account if you do not already have one. I will be sending e-mails to all of you periodically; therefore, you must have an email account.

**TESTS AND GRADES:**

Your performance will be evaluated as follows:

- **10%** Information/Computer Literacy quiz to be completed anytime on or before **3/26/17 by 11:59pm**

  *Test I 10% (Unit I) including retake to be completed anytime on or before **4/1/17 by 11:59pm**

  Test II 10% (Unit II) to be completed anytime on or before **4/13/17 by 11:59pm**

  *Test III 10% (Unit III) including retake to be completed anytime on or before **4/25/17 by 11:59pm**

- **10%** Critical Thinking quiz to be completed on or before **5/1/17 by 11:59pm**

- **25%** Problem Solving Research Paper to be completed on or before **5/6/17 by 11:59pm**

  Test IV 10% (Unit IV) to be completed anytime on or before **5/8/17 by 11:59pm**

- **15%** Discussion Board Posts - see instructions and deadlines in discussion board.
*Please note you have an opportunity to take exam I and III test twice and the highest score will remain as your official score. This policy does not apply to quizzes or any other course requirement.

A. Tests – Four (4) Exams - 10% each for a total of 40% of total grade

The educational objective for this test(s) requirement is five-fold: 1) Explain the origin and development of constitutional democracy in the United States, 2) Demonstrate knowledge of the 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 in the political system.

The tests will include material from the chapters in the assigned units. You will have 1 hour (60 minutes) to complete each exam. Please note that a penalty may be assessed to your grade if you exceed the time limit allotted for each test. For this reason, I encourage you to use your allotted time accordingly. Each exam will become available on ecampus soon after the deadline of the preceding test.

(Please note: All answers to the exam questions come implicitly/explicitly from the assigned readings. With this in mind, it is important for you to comprehend beyond just their meanings, the terms, concepts, principles, etc. introduced in the chapters. In other words, when reading the chapters, be prepared to make inferences based on critical analyses of the material.)

B. 10% of your final grade also consists of an Information/Computer Literacy quiz.

The educational objective for this requirement is to teach you how to think critically and strategically about information and the processes of;

Investigating a topic.
Searching for information.
Locating the information in the library.
Evaluating the quality of information.
Utilizing the information in papers, speeches, or projects.

C. 10% of your final grade consists of a Critical Thinking quiz.

The educational objective for this requirement is four-fold: 1) to learn different critical thinking skills, 2) to develop critical thinking skills, and 3) to apply critical thinking skills to problem solving, 4) to learn creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.

The material for the Critical Thinking quiz will come from the required textbook; Critical Thinking: Concepts and Tools Guide.
D. **25%** of your final grade consists of a Problem Solving Research Paper. The analysis will be graded using the problem solving value rubric located in the value rubrics link in ecampus. In addition, points earned on the analysis are based on the quality/content of your responses and how well you apply the skills and concepts found/learned through the research as well as the required course textbooks; We the People 10th Edition.

The **educational objectives** for this requirement are five-fold: 1) To develop and communicate alternative explanations or solutions for contemporary social issues, 2) To analyze, critically assess, and develop creative solutions to public policy problems, and 3) To recognize personal responsibility as a citizen in a democratic society by learning to think for oneself, by engaging in public discourse, and by obtaining information through the news media and other appropriate information sources about politics and public policy, 4) Evaluate the role of public opinion, interest groups, and political parties in the political system, 5) Describe the rights and responsibilities of citizens, 6) Analyze issues and policies in U.S. politics.

(Read more details regarding this requirement in the Problem Solving Paper link.)

A course link with instructions and details concerning this requirement will be made available later in the term.

E. **15%** Discussion Board Posts - Students are expected and required to engage in critical discussions/reactions to postings from other students. Students are expected to respect and appreciate all points of view. Do not post any discussions and/or comments unrelated to the topics under consideration. Please make note of the deadline(s) for the discussion board forums.

1. The postings will be assessed using the critical thinking value rubric located in the value rubrics link in ecampus. In addition, points earned on the analysis are based on the quality/content of your responses and how well you apply the skills and concepts found/learned through the research as well as required textbook. You can find more details regarding this requirement in the discussion board.

2. Communicating online in discussions groups and through email requires basic etiquette, and there are some basic principles to keep in mind to make this working well in an academic setting. It is required that you read and comply with the etiquette principles outlined in the following link.

   http://www.rlc.dcccd.edu/dl/faculty/dl_etiquette.htm Failure to comply with these instructions may result in an assessed penalty to your course performance and/or other disciplinary action.

The **educational objectives** for this requirement are four-fold: 1) To recognize and assume one's responsibility as a citizen in a democratic society by learning to think for oneself, by engaging in public discourse, and by obtaining information through the news media and other appropriate information sources about politics and public policy, and 2) To identify and understand differences and commonalities within diverse cultures, 3) To
describe the rights and responsibilities of citizens, 4) To learn effective development, interpretation and expression of ideas through written communication.

Discussion Board Posts are due – See Discussion Board for deadlines.

F. There is no cumulative final exam covering the entire course.

G. Please note students will have one “free mulligan” to use at the end of the semester. What does a “free mulligan” mean? It means that if, for whatever reason, you missed a deadline for one of the quizzes or exams you will have one opportunity to make it up at the end of the semester. I must emphasize that this policy only applies towards quizzes and exams and does not include papers or discussion boards so please use it accordingly. Please note it is your responsibility to inform me through email on Monday, May 1, 2017 that you will be using this opportunity. No requests to use this policy will be accepted after 5/1/17.

GRADE PERCENTAGE BREAKDOWN:

A = 90 - 100% D = 60 - 69%
B = 80 - 89% F = 0 - 59%
C = 70 - 79%

COURSE OUTLINE:

UNIT I: Constitutional Democracy and Federalism
Chapters 1, 2, & 3

UNIT II: Civil Rights, Civil Liberties, and Public Opinion
Chapters 4, 5, & 6

UNIT III: Political Participation, Election Process, and Interest Groups
Chapter 7, 8, & 9

UNIT IV: Legislative, Executive, and Judicial Branches
Chapters 11, 12, & 14

PLEASE NOTE THAT A TEST WILL FOLLOW THE STUDY OF EACH UNIT.
VERY IMPORTANT: If you encounter any Technical Problem, contact technical support at 972-669-6402 or by email at ecampus.support@dcccd.edu.

Richland College Distance Learning Department - http://www.rlc.dcccd.edu/dl/index.htm.

FINAL WITHDRAW DATE:

If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar's Office by April 29, 2017. 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.

For more information about drop deadlines, refer to the current printed Credit Class Schedule, contact the Admissions/Student Records office at 972-238-6100 or 6101 (Thunderduck Hall, T170), or contact the LEAD office.

Withdrawing from a course is a formal procedure which you must initiate. I cannot do it for you.

Last day to drop a class with a "W" - April 29, 2017.

CONFERENCES:

I will be happy to meet with you at any mutually convenient time; however, I encourage you to make appointments with me through email.

ACADEMIC PROGRESS:

Students are encouraged to discuss academic goals and degree completion with their instructors. Specific advising is available throughout the semester from academic advisors and career specialists.

Syllabus Institutional Policy Statements

Six Drop Rule

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/6drop](https://www1.dcccd.edu/6drop)

**Withdrawal Policy**

If you are unable to complete this course, it is your responsibility to officially withdraw by the official drop date for this course. Failure to do so will result in a performance grade, usually an "F." If you drop a class or withdraw from the college before the official drop deadline, you will receive a "W" (withdraw). For more information about withdrawal procedures access the Admissions page on policy/procedures or contact the Admissions/Student Records office at 972-238-6948 (Thunderduck Hall, T170).

**Repeating a Course**

Dallas County Community Colleges charge additional tuition to students registering the third or subsequent time for a course taken at any of the DCCCD colleges since the fall 2002 semester. All third and subsequent attempts of the majority of credit and continuing education/workforce training courses will result in an additional tuition charge. Developmental Education and some other courses will not be charged a higher tuition rate. See Third Attempt to Enroll in a Course at [http://www.dcccd.edu/thirdcourseattempt/](http://www.dcccd.edu/thirdcourseattempt/)

**Texas Success Initiative Assessment Requirements and Course Placement Guidelines**

The Texas Success Initiative Assessment (TSIA) was designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSIA requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. Passing the TSIA is a prerequisite for enrollment in many college-level classes such as English 1301/1302, History 1301/1302, and Math 1414. Students who do not meet assessment standards must complete developmental courses in the deficient area with a grade of C or higher. Additional information is available from the TSI Office in T170T or T170S (phone no. 972-238-6115 or 972-238-3787) or at [https://richlandcollege.edu/texas-success-initiative-tsi](https://richlandcollege.edu/texas-success-initiative-tsi).

**Financial Aid Attendance and Participation Requirements**

Your instructor is required by law to validate/certify your attendance in your on-campus or online course(s) in order for you to receive financial aid. To meet the attendance requirement, you must attend and participate in your on-campus or online course(s) prior to the course certification date and continue beyond the course withdrawal date. You must participate in an academic related activity pertaining to the course such as but not limited to the following examples: initiating contact with your instructor to ask
a question about the academic subject studied in the course; submitting an academic assignment; taking an exam; completing an interactive tutorial; participating in computer-assisted instruction; attending a study group that is assigned by the instructor; or participating in an online discussion about academic matters relating to the course. In an online class, simply logging in is not sufficient by itself to demonstrate academic attendance. You must demonstrate that you are participating in your online class and are engaged in an academically related activity such as in the examples described above.

Academic Honesty

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. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct available at https://richlandcollege.edu/conduct.

Americans with Disabilities Act

If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office at 972-238-6180 (Voice/TTY), visit Thunderduck Hall, suite T120, or go to https://richlandcollege.edu/dso/.

Discrimination and Sexual Misconduct Reporting

Richland College is committed to ensuring that all community members learn and work in a welcoming and inclusive environment. We support the well-being and development of our students. Richland College prohibits discrimination, including harassment, against any employee on the basis of race, color, religion, national origin, age, disability, sex, sexual orientation, gender, gender identity, gender expression, or any other basis prohibited by law. Title VII of the Civil Rights Act of 1964 prohibits retaliation or discrimination based on race, color, religion, age, and national origin. Title IX prohibits discrimination based on sex, sexual orientation, gender identity, and/or gender expression (failure to conform to stereotypical notions of masculinity or femininity); sexual misconduct (including sexual harassment, non-consensual sexual contact, non-consensual sexual intercourse, and sexual exploitation); and sex/gender-based harassment. Richland College faculty and staff members, unless deemed a confidential resource by law, have an obligation to report and respond to certain issues relating to the health and safety of college community members. This includes information shared with faculty and staff members in person, through electronic communications, or in class assignments. Faculty and staff members must report to the appropriate college officials any allegation
of discrimination or harassment. In addition to reporting all discrimination and harassment claims, faculty and staff members are required to report allegations of dating or domestic violence, stalking or retaliation, child abuse or neglect, and/or credible threats of harm.

After receiving a report made by an employee, a Richland College official may want to contact the individual who initially shared the information with the employee. In almost all cases, the individual who shared the information with an employee may choose whether or not to speak with the Richland College official. The college does not guarantee the confidentiality of a report of sexual misconduct or discrimination unless the report is made to a Richland College Licensed Professional Counselor https://richlandcollege.edu/counseling-services/, who does not have this reporting responsibility. Limits to counselor confidentiality are available at https://richlandcollege.edu/counseling-services/confidentiality/.

A report may also be made directly to the Richland College Title IX/EO Coordinator or Deputy Coordinator:
Bill Dial, PhD, PHR, SHRM-CP
Executive Director of Human Resources
Title IX Coordinator
bdial@dccc.edu
972-238-6386

Ms. Gloria Williams
College Director of Employee Relations
Deputy Title IX Coordinator
https://richlandcollege.edu/police-department/

Further information may be found on the College website:
https://richlandcollege.edu/human-resources/title-ix-sexual-misconduct/

Religious and Ethnic Holiday Observance

Richland College honors the right of each student to observe the practices of their belief system. It is the student’s responsibility to provide their instructors a written justification for a religious accommodation by the third class meeting or the fourth day after the course begins for online courses. It is the responsibility of the instructor and student to negotiate completion of all missed assignments prior to the absence, if possible.

Campus Emergency Operation Plan and Contingency Plan

Campus Emergency Operation Plan: Richland College and the Dallas County Community College District have developed policies and procedures for dealing with emergencies that may occur on campus.
To familiarize yourself with these procedures, please take time to watch the overview video: http://media.dcccd.edu/video.php?vid=1735. The complete Emergency Operations Plan can be viewed and printed at the following website: https://richlandcollege.edu/emergency. If you have questions or concerns, please contact the Richland College Office of Emergency Management. This office can be reached by phone (972-238-3794) or by e-mail at BOrton@dcccd.edu.

**Contingency Plan:** Richland College has developed an Instructional Contingency Plan for Temporary College Closing for On-Campus Courses. Please discuss this contingency plan with your instructor. For distance learning courses, your instructor will use email to contact students in the event of extended technology downtime. To assure work in the class continues, it is important for all students to have an accurate email address recorded in both eCampus and eConnect.

**Richland College’s Quality Enhancement Plan**

Richland College is implementing its Quality Enhancement Plan (QEP) in select classes. The QEP provides techniques, practices, and tools to help students develop the habits, traits or behaviors needed to be effective and successful lifelong learners in college and in life. For more information, please log onto https://richlandcollege.edu/qep/.

**Syllabus Change Disclaimer**

Instructors reserve the right to amend a syllabus as necessary.

**Student Survey of Instruction**

The Student Survey of Instruction (SSI) is designed to acquire information on the student perception of the quality of courses, faculty, and instruction, and to provide feedback information for improvement. In order to minimize the disruption in the classroom, the SSI is now being administered online in select courses. Students will take the survey through a link in eCampus. If you receive a request to complete the SSI, please do so as soon as possible. By completing this questionnaire, you will help the college and your instructors determine how we might improve your educational experiences. Your identity will remain strictly confidential and anonymous.

https://richlandcollege.edu/employees/syllabus-institutional-policy-statements/