Syllabus

Federal Government:
Introduction to Federal Government and Public Policy
GOVT 2305
Winter Self-paced 2018

Instructor Contact

Instructor: Dr. Glynn Newman
Office Location: 285, Building C
Hours: By Appointment Only
Contact Information:
Email: glynnnewman@dcccd.edu
Phone: (970) 860-8327
Note: Available via email 24/7, please allow 12-24 hours for response.

Course Delivery 12/10 - 01/04

This is an online course. All course materials, assignments, and assessments will take place on the Great River Learning (GRTEP) 3rd party site and your course is located in DCCCD learning management system, eCampus: https://dcccd.blackboard.com/. Please access your course using eCampus to Get Started.

Successful completion of an online course requires self-motivation and attention to due dates. It is strongly recommended that you log in to the course daily and work on your course following the Course Plan located on page 6 of this Syllabus—also located on the START HERE tab of your GRTEP course materials page. Doing so will provide you with ample time for study, asking questions, and for any technical issues that may arise.

Pay close attention to your Announcements and check your Gradebook (My Grades) in eCampus to track your progress throughout the course.

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.
Course Objectives

Upon the successful completion of this course, students should be able to:

1. Identify, describe and discuss concepts and institutions that shape politics in the U.S.
2. Analyze the three major branches of Federal Government, the U.S. Constitution and the debates of the founding era; public policy issues of modern U.S. government; and the political behavior of the U.S. voter population.
3. Survey ideas, roles, and limitations of both governmental officials and citizens, and how they interact while trying to achieve public good.

Exemplary Educational Objectives in American Government

American Government 2305, as part of the core curriculum satisfies the following Exemplary Educational Objectives in American Government set forth by the Texas Higher Coordinating Board.

1. To understand the evolution and current role of the U.S. in the world.
2. To comprehend the origins and creation of the U.S. and Texas political systems, with a focus on the growth of political institutions. The Constitution of the U.S. and Texas, federalism, civil and human rights.
3. 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.
4. To develop and communicate alternatives explanations or solutions for contemporary political and social issues.
5. To analyze the effects of historical, social, political, economic, cultural, and global forces on the area under study.
6. To identify and understand differences and commonalities with diverse cultures.
7. To analyze, critically assess, and develop creative solutions to public policy problems.

Core Curriculum Intellectual Competencies (CCIC)

American Government 2305 satisfies the following Core Curriculum Intellectual Competencies defined by the Texas Higher Education Coordinating Board.

1. READING: the ability to analyze and interpret a variety of printed materials above 12th grade level. In American Government 2305, students will be required to read a variety of materials in order that they might analyze and interpret printed materials – above 12 grade level.
2. WRITING: the ability to produce clear, correct and coherent prose adapted to purpose, occasion and audience – above 12th grade level. In Government 2305, students will be required to review articles from both journals and newspapers in order that they may produce clear, correct and coherent prose adapted to purpose, occasion and audience – above 12th grade level.
3. LISTENING: analyze and interpret various forms of spoken communications, possess sufficient literacy skills of writing and reading-above 12th grade level.
Government 2305, students will be required to listen carefully so that they might be able to analyze and interpret various forms of spoken communication above the 12th grade understanding and reading level.

5. CRITICAL THINKING: think and analyze at a critical level. Students in American Government and Texas Politics 2305 will be required to master the art of intellectualism through analyzation and critical thinking above the 12th grade level.

6. COMPUTER LITERACY: to understand our technological society and use computer based technology in communication and acquisition of information. In Government 2305, students will be required to use the computer to acquire information for classroom use.

Textbooks and Other Course Materials

ISBN# 978-1-5249-2370-9 Print Book

Textbook can be purchased at Eastfield College bookstore or online at:
Kendallhunt: http://www.kendallhunt.com/Newman_Public_Policy

Access Codes
Access codes are included inside the front cover of new books only. There should be one code inside the front cover of the book. Make sure you ask if the book has an active access code before you purchase from a non-related site. Do not order an access code from strange websites unless you already have approval from the professor.

The book is a consumable book.

3rd Party Course Requirement
GRTEP 3rd Party Resource will be used to complete all coursework required. To access your GRTEP course materials, please take 2-5 minutes to set-up your account using the steps provided on the Syllabus & Textbook page of your course site in eCampus.

Reading List: http://www.glynnnewman.org/readingsefc.htm

Required Technology

Students will need access to the internet to access the course site and access to online materials associated with several of the modules, including audio and video capabilities.

Adobe- Adobe Flash and Adobe Shockwave player may be required for online testing or video streaming. Adobe Acrobat Reader is required to view PDF document files and Adobe Captivate hosts assignment activities (Adobe Captivate Software Download is not required for this course). Click here to view Adobe's Accessibility and Privacy Policy. Download for free here: Adobe Acrobat Reader DC
MS Word- Students may be required to use a recent version of MS Word to review and complete their weekly assignment material. Click here to view Microsoft's Accessibility and Privacy Policy. For information on DCCCD's Microsoft Office Software packages, visit https://www.eastfieldcollege.edu/services/OnlineServices/Pages/MSOffice.aspx.

YouTube-Students will need access to the internet for online materials associated with several of the modules, including audio and video capabilities. Click here to view YouTube's Accessibility and Privacy Policy. Access here: YouTube

Google- Students may be required to use Google for access to Google Docs, Gmail, and/or to create and manage Blogs. Click here to view Google's Accessibility and Privacy Policy. Access here: Google

Working with Course Content

All course work will be completed through GRTEP by Weekly units according to the Course Plan on page 6 of this Syllabus. Each Unit will contain four (4) Chapters or less will require completion of the following tasks:

- Read Learning Objectives (See Lecture Materials tab in GRTEP site)
- Post your Introduction (Week 1 Only)
- Review Assigned Articles and Readings
- Complete Quiz and Evaluation of Ideas
- Complete Assigned Textbook Reading
- Complete Exam

Additional reading materials will be available online, linked through the instructor’s web site and can be accessed on the GRTEP Course Home page or through the Reading List link located in your Course Menu in eCampus. Prior reading is critical for achievement as an individual student in this course. The reading load in this course is doable—on average, assignments will run less than ten pages per class session. As a result, students are strongly expected to read the material carefully and think critically about the reading. Failure to read will result in lessened comprehension of course materials and poorer exam performance. On the other hand—those that read will greatly enhance their intellectual experience in the course, and enable him or her to contribute meaningfully to the course, as a whole.

PowerPoint's and other supplemental resources are provided on the Lecture Materials page of your GRTEP Course site, organized by Chapter. These resources should be reviewed prior to completing your Assigned Textbook Readings.

Quizzes are timed and contain five (5) multiple-choice or identification type questions. Evaluations are formatted as short-answer essay questions and are not timed.

Prior to accessing your GRTEP course for the first time, please visit your Syllabus & Textbook page located in the Course Menu of your eCampus course site. For Technical Support with GRTEP: Call 1-800-228-0810 or Click Here for Web Support.
Evaluation Procedures
Exams are timed and contain 50 multiple-choice and identification questions each — and will cover material from both readings and lectures this includes (online power points for online students).

This course includes the following graded course components:
- Pretest Complete / Non Complete
- One Syllabus Quiz counts for 100 points
- Four Quizzes - 25 points each
- Evaluation of Ideas total 200 points
- Five Exams - 100 points each

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<tr>
<th>Course Component</th>
<th>Possible Points</th>
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<tbody>
<tr>
<td>Pretest</td>
<td>Complete / Non Complete Mandatory</td>
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<tr>
<td>Syllabus Quiz</td>
<td>100</td>
</tr>
<tr>
<td>Quizzes</td>
<td>100</td>
</tr>
<tr>
<td>Evaluations</td>
<td>200</td>
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<tr>
<td>Exams</td>
<td>500</td>
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<tr>
<td>Total Points</td>
<td>900</td>
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Grading Scale
The final grading scale for total points earned is as follows:

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<thead>
<tr>
<th>Points Earned</th>
<th>Grade Percentage</th>
<th>Letter Grad</th>
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<tbody>
<tr>
<td>810-900</td>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>720-809</td>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>630-719</td>
<td>70-79</td>
<td>C</td>
</tr>
<tr>
<td>540-629</td>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>539 or below</td>
<td>59 or below</td>
<td>F</td>
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Your Instructor will make every effort to grade assignments within 48 hours after the due date of the assignment.

*** Any approved exam resets are an automatic 25-point deduction (-25)
*** Any late work is an automatic 10-point deduction (-10)
# Course Plan

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. **Week closes Saturday at 11:59PM** – Professor Glynn Newman,

<table>
<thead>
<tr>
<th>Week 1 Suggested Dates</th>
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<tbody>
<tr>
<td>1. Read over syllabus</td>
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<tr>
<td>2. Syllabus Quiz on <a href="#">GRTEP</a></td>
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<td>3. Take Pretest on <a href="#">GRTEP</a></td>
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<tr>
<td>4. Introduce yourself and reply to two other classmates on <a href="#">GRTEP</a> See Discussion Board</td>
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<tr>
<td>5. Read the Declaration of Independence from Textbook</td>
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<tr>
<td>6. Answer discussion question and reply to one other post</td>
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<tr>
<td>7. Read chapters 2 and 3 from textbook (Newman)</td>
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<tr>
<td>8. Complete Unit 1 Evaluation of Ideas online <a href="#">GRTEP</a></td>
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<tr>
<td>9. Quiz one suggested date <strong>12/14</strong> 5 Questions over 1 Reading and 3 Chapters</td>
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<tr>
<td>10. Exam 1 suggested date <strong>12/16</strong> 50 Questions over 1 Reading and 3 Chapters</td>
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<tr>
<th>Week 2 Suggested Dates</th>
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<tr>
<td>11. Rethinking Symbolic Racism: Evidence of Attribution Bias (Gomez and Wilson, 611-625) (Reading List)</td>
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<tr>
<td>12. Answer discussion question and reply to one other post</td>
</tr>
<tr>
<td>13. Read Chapter 4</td>
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<tr>
<td>14. Read Chapter 5 and 6</td>
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<tr>
<td>15. Complete Unit 2 Evaluation of Ideas online <a href="#">GRTEP</a></td>
</tr>
<tr>
<td>16. Quiz two suggested date <strong>12/25</strong> 5 Questions over 1 Reading and 3 Chapters</td>
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<tr>
<td>17. Exam two suggested date <strong>12/23</strong> 50 Questions over 1 Reading and 3 Chapters</td>
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<th>Week 3 Suggested Dates</th>
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<tr>
<td>23. Key-“A Theory of Critical Elections (Reading List)</td>
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<tr>
<td>24. Answer discussion question and reply to one other post</td>
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<tr>
<td>25. Read Chapter 7</td>
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<tr>
<td>26. Read Chapter 8</td>
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<td>29. Read Chapter 9</td>
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### Week 4 Suggested Dates

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<tr>
<td>30. Complete Unit 3 Evaluation of Ideas online</td>
<td>GRTEP</td>
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<tr>
<td>33. Quiz Three <strong>suggested date 12/28</strong> 5 Questions over 1 Reading and 3 Chapters</td>
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<tr>
<td>34. Exam Three <strong>suggested date 12/30</strong> 50 Questions over 1 Reading and 3 Chapters</td>
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#### *All assignments must be posted by 11:59 p.m. CENTRAL TIME on the date indicated unless otherwise noted. All Course Work must be completed by 11:59 pm on January 4, 2018.*

**Institutional Policies and Services**

Students are required to complete coursework, as governed by the course syllabus. If you are unable to meet any course requirements, it is your responsibility to inform the instructor and coordinate to make up any missed material. See Institutional Policies at: [https://www.eastfieldcollege.edu/au/fastfacts/legal/pages/policies-for-syllabi.aspx](https://www.eastfieldcollege.edu/au/fastfacts/legal/pages/policies-for-syllabi.aspx)

**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.

**Financial Aid Statement for Distance Learning Classes**

If you are receiving Financial Aid grants or loans and are enrolled in a Distance Learning class, you must show participation in this class prior to the certification date by either e-mailing or contacting the instructor or logging on to eCampus. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds.
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/

Academic Honesty Statement

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 published in the DCCCD Catalog at https://www1.dcccd.edu/catalog/GeneralInfo/CollegePolicies/code.cfm

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. Cheating includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an un-administered test, and substituting for another person to take a test. Plagiarism is 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 is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college.

ADA Statement

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 efdso@dcccd.edu. For more information visit the Disability Services Office website: https://www.eastfieldcollege.edu/services/Disability/Pages/DisabOffices.aspx

Religious Holidays

Absences for observance of a religious holy day are excused. Notification of the absence must be given to the instructor in writing at least two weeks prior to the date of the holy day. A student whose absence is excused to observe a religious holy day is allowed to contract with the instructor to take a make-up examination or complete an assignment within at a mutually agreed upon time after the absence.

Withdrawal Policy

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 December 22, 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 AdmissionsRegistrar’s Office at 972-860-7167 (Room C119), or contact the division office.
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://www.dcccd.edu/apply-reg/Pages/AdmRegOff.aspx
https://econnect.dcccd.edu/eConnect/droppingfacts.html

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.

Developmental Courses

The Texas Success Initiative (TSI) is a statewide program 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 TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. The program assesses a student’s basic academic skills in reading, writing, and math. Passing the assessment is a prerequisite for enrollment in many college-level classes such as English 1301/1302, History 1301/1302, Math 1414, etc. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. In some cases retesting will also be required. It is up to each student to be aware and informed about requirements that are subject to change. Additional information is available from the TSI Office.
https://www1.dcccd.edu/catalog/GenerallInfo/AdmissAssessAdvEnroll/tsi.cfm

INSTITUTIONAL EQUITY

The Office of Institutional Equity, in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and implementing compliance policies and procedures. The Institutional Equity and Compliance Officer and the Office of Institutional Equity will ensure compliance with College District policies, federal and state laws related to sexual assault, Title IX, Title II (Americans with Disabilities Act) and the Military Veterans Full Employment Act to support diversity and inclusion.
Students with Disabilities
If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please provide or request that the DSO send your accommodation letter to me as soon as possible (students are encouraged to contact DSO at the beginning of the semester). For more information regarding the College Disability Services Office, please visit the Disability Services Office website: https://www.eastfieldcollege.edu/services/Disability/Pages/DisabOffices.aspx or contact DCCCD Office of Institutional Equity at (214) 378-1633.

College Disability Services Office  972-860-8348

A Note on Harassment, Discrimination and Sexual Misconduct
We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence, stalking), retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity, and/or gender expression, please contact your College Title IX Coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.

We are concerned about the well-being and development of our students, and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If students wish to keep the information confidential, please contact the college Counseling or Student Health Services. Are required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the College Title IX Coordinator or District Title IX Coordinator. The Title IX Coordinator will contact the student and determine if further investigation is needed.
For more information about policies, resources or reporting options, please contact your college Title IX Coordinator or visit www.dcccd.edu/titleIX.

College Title IX Coordinator
Eastfield Rachel Wolf  TitleIX-EFC@dcccd.edu  972-860-7358

District Title IX Coordinator
Office of Institutional Equity LaShawn Grant  TitleIX-District@dcccd.edu  214-378-1633

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