COURSE SYLLABUS AND DUE DATES

COURSE INFORMATION

READ THE SYLLABUS!
Sherry S. Sharifian
GOVT. 2306, Texas Government
NORTH LAKE COLLEGE
5001 N. MacArthur Blvd.
Irving, Texas 75038-3899
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
Note: Thanks for your interest in the class. After reviewing this syllabus, if you have any concerns or questions e-mail me (ssharifian@dcccd.edu) and I will be happy to answer them. To access the class after enrolling, go to http://ecampus.dcccd.edu and log in using your seven-digit student ID number as both the username and password.

COURSE SYLLABUS
Government 2306
Winter-Mester 2017-18
Liberal Arts Division
Office: A-310 Phone: (972) 273-3480
Call the office for hours of operation

This course syllabus is intended as a set of guidelines for (Course). Both North Lake College and your instructor reserve the right to make modifications in content, schedule, and requirements as necessary to promote the best education possible within prevailing conditions affecting this course.

Instructor Information:
Professor: Sherry Sharifian
Email address: ssharifian@dcccd.edu
Phone Number: 972-860-3954
Room Number: A 370
Office Hours: by appointment.

Course Information
Course title: Texas Government
Course number: 2306
Section number: 72420
Credit hours: 3
Class meeting time: MTWRFSU
Cert Date: 12.12.2017
Drop Date: 12.22.2017

Course Description: GOVT 2306 (3 Credit Hours)
Offered at BHC, CVC, EFC, ECC, MVC, NLC, RLC
Texas Government
This is a Texas Common Course Number. This is a Core Curriculum course selected by the colleges of DCCCD.
Prerequisite: College level ready in Reading and Writing.
Course Description: Origin and development of the Texas constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas. (3 Lec.)

Coordinating Board Academic Approval Number 4510025125

Course required text and materials:
By Sherri Mora and William Ruger
I. Course Method

This course asks you to think critically about the political system in the state of Texas. The course aims to not only promote a deeper understanding of American politics but to also enable students to participate more effectively in democratic society. The critical thinking and writing called for in this course are skills valuable to most careers.

II. Course Requirements

To complete this course successfully, you should do the following:
1. Take the Getting Started Quiz.
2. Complete discussion board Meet and Greet.
3. Take Fourteen (14) quizzes. *
4. Take Three (3) unit exams. *

III. Instructional System

Content for this course: This course is contained primarily in the (a) interactive lessons, (b) chapter PowerPoints, and (c) assigned textbook chapters. These materials and your instructor are the most important resources available to you to complete this course successfully.

a. The lessons offer short introductions to the topic, self-assessment questions, mini-documentary videos and interactive exercises.
b. The PowerPoint presentations provide an overview of textbook chapters.
c. The textbook chapter readings offer more in-depth exploration of the subject.
d. The supplementary resources various activities to help you reinforce and retain the content. Use as many or as much as you find helpful.

Lastly, your instructor is here to guide you through the course, explaining procedures you should follow to complete each lesson and chapter, grading assignments, giving feedback on assignments and quizzes, answering your questions about any aspect of the class, etc. Note: Since this is an online class, you will communicate with me by e-mail (ssharifian@dcccd.edu) and by completing and submitting class work through eCampus (http://ecampus.dcccd.edu). E-mail me when you have questions or need help. That is why I am here—to help you complete the course requirements and be successful in the class. Normally you can expect me to respond to your e-mails within 24-48 hours. While this is my general and intended practice, it is subject to changes and life circumstances.

Most of the time you spend on this course will involve the following activities:
1. Familiarizing yourself with the syllabus and course layout and reading the not-so-obscurely titled tab, meant to introduce you to the course’s organization, “Getting Started!”
2. Completing the discussion board “Meet and Greet.”
3. Using the primary sources (textbook and interactive lessons) for the content.
4. Using any supplementary materials provided.
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5. Taking fourteen (14) quizzes.
6. Preparing for and taking the three (3) unit exams.

IV. Course Outline

In this course, you will learn about the three branches of the government and state and local governments, primarily Texas government. There are 14 interactive lessons that correspond to Chapters 1 through 14 in the textbook. Quiz and exam questions are from both the interactive lessons and textbook chapters.

<table>
<thead>
<tr>
<th>Text Book Chapters</th>
<th>Interactive Lessons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 01: Introduction to Texas History and Politics</td>
<td>01: Texas Political Culture</td>
</tr>
<tr>
<td>Chapter 02: The Texas State Constitution and the</td>
<td>02: The Texas Constitution</td>
</tr>
<tr>
<td>American Federal System</td>
<td></td>
</tr>
<tr>
<td>Chapter 03: The Texas Legislature</td>
<td>03: The Texas Legislature—Organization &amp;</td>
</tr>
<tr>
<td></td>
<td>04: The Texas Legislature—Process</td>
</tr>
<tr>
<td>Chapter 04: The Executive Department and the Office</td>
<td>05: The Texas Governor</td>
</tr>
<tr>
<td>of the Governor of Texas</td>
<td>06: The Texas Executive Branch and Bureaucracy</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Chapter 05: The Court System in Texas</td>
<td>07: The Texas Judiciary</td>
</tr>
<tr>
<td>Chapter 06: Local Governments in Texas</td>
<td>12: Local Government in Texas</td>
</tr>
<tr>
<td>Chapter 07: Voting and Political Participation in Texas</td>
<td></td>
</tr>
<tr>
<td>Chapter 08: Campaigns and Elections in Texas</td>
<td>10: Elections and Campaigns in Texas</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Chapter 09: Political Parties in Texas</td>
<td>09: Texas Political Parties</td>
</tr>
<tr>
<td>Chapter 10: Interest Groups and Lobbying in Texas</td>
<td>11: Interest Groups in Texas</td>
</tr>
<tr>
<td>Chapter 11: Public Policy in Texas</td>
<td>14: Public Policy in Texas</td>
</tr>
<tr>
<td>Chapter 12: The Criminal Justice System in Texas</td>
<td>08: Judicial Process in Texas</td>
</tr>
<tr>
<td>Chapter 14: Public Opinion and the Media in Texas</td>
<td></td>
</tr>
</tbody>
</table>

V. Student Learning Outcomes and Course Objectives

GOVT 2306 is a Tier 3 course in the Critical Issues in the State-Federal Relationship learning category. Integrative learning in Tier 3 “improves your ability to evaluate and measure the knowledge and skills which you learned previously from courses in Tiers 1 and 2. The Critical Issues in the State-Federal Relationship learning category focuses on the investigation of various issues and being able to reflect on how these issues affect you and others. You will be asked to reflect on your contributions as a responsible member of society.” - Catalog of the Colleges of DCCCD

Texas Core Objectives for Student Learning (Program Learning Objectives)
The college defines essential knowledge and skills that students need to develop during their college experience. These general education competencies parallel the Texas Core Objectives for Student Learning. In this course, the following skills are in focus.

1. **Critical Thinking Skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.

2. **Communication Skills**—to include effective development, interpretation and expression of ideas through written, oral and visual communication.

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

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

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### Program Learning Objectives (PLOs)

<table>
<thead>
<tr>
<th>Core Competencies</th>
<th>This class is designed to help you develop a selection of the following competencies (see items marked with X):</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Critical Thinking Skills</strong></td>
<td>To include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.</td>
</tr>
<tr>
<td><strong>Communication Skills</strong></td>
<td>To include effective development, interpretation and expression of ideas through written, oral and visual communication.</td>
</tr>
<tr>
<td><strong>Personal Responsibility</strong></td>
<td>To include the ability to connect choices, actions and consequences to ethical decision-making.</td>
</tr>
<tr>
<td><strong>Social Responsibility</strong></td>
<td>To include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.</td>
</tr>
</tbody>
</table>

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### Course Learning Outcomes (CLOs)

**Learning Outcomes**

Upon successful completion of this course, students will:

1. Explain the origin and development of the Texas constitution.
2. Describe state and local political systems and their relationship with the federal government.
3. Describe separation of powers and checks and balances in both theory and practice in Texas.
4. Demonstrate knowledge of the legislative, executive, and judicial branches of Texas government.
5. Evaluate the role of public opinion, interest groups, and political parties in Texas.
6. Analyze the state and local election process.
7. Identify the rights and responsibilities of citizens.
8. Analyze issues, policies and political culture of Texas.
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<table>
<thead>
<tr>
<th>Due Date</th>
<th>Activity/Assignments</th>
<th>Points</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 12, 2017</td>
<td>Meet and Greet</td>
<td>20</td>
<td>20</td>
</tr>
<tr>
<td>December 12, 2017</td>
<td>Getting Started Quiz</td>
<td>20</td>
<td>40</td>
</tr>
<tr>
<td><strong>Unit One (Chapters: 1-4)</strong></td>
<td><strong>Textbook Chapters: 1, 2, 3, 4; Interactive Lessons:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>December 14, 2017</td>
<td>Chapter 1/Lesson</td>
<td>40</td>
<td>80</td>
</tr>
<tr>
<td>December 14, 2017</td>
<td>Chapter 2/Lesson</td>
<td>40</td>
<td>120</td>
</tr>
<tr>
<td>December 14, 2017</td>
<td>Chapter 3/Lesson</td>
<td>40</td>
<td>160</td>
</tr>
<tr>
<td>December 14, 2017</td>
<td>Chapter 4/Lesson</td>
<td>40</td>
<td>200</td>
</tr>
<tr>
<td>December 17, 2017</td>
<td>Exam 1 (Unit One Exam)</td>
<td>200</td>
<td>400</td>
</tr>
<tr>
<td><strong>Unit Two (Chapters 5-10)</strong></td>
<td><strong>Chapters 5, 6, 7, 8, 9 and 10; Interactive Lessons:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>December 26, 2017</td>
<td>Chapter 5/Lesson</td>
<td>40</td>
<td>440</td>
</tr>
<tr>
<td>December 26, 2017</td>
<td>Chapter 6/Lesson</td>
<td>40</td>
<td>480</td>
</tr>
<tr>
<td>December 26, 2017</td>
<td>Chapter 7/Lesson</td>
<td>40</td>
<td>520</td>
</tr>
<tr>
<td>December 26, 2017</td>
<td>Chapter 8/Lesson</td>
<td>40</td>
<td>560</td>
</tr>
<tr>
<td>December 26, 2017</td>
<td>Chapter 9/Lesson</td>
<td>40</td>
<td>600</td>
</tr>
<tr>
<td>December 26, 2017</td>
<td>Chapter 10/Lesson</td>
<td>40</td>
<td>640</td>
</tr>
<tr>
<td>December 28, 2017</td>
<td>Exam 2 (Unit Two Exam)</td>
<td>200</td>
<td>840</td>
</tr>
<tr>
<td><strong>Unit Three (Chapters 11-14)</strong> DROP DEADLINE:</td>
<td><strong>Chapters 11, 12, 13 and 14 and Interactive Lessons:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>December 22, 2017</td>
<td>Chapter 11/Lesson</td>
<td>40</td>
<td>880</td>
</tr>
<tr>
<td>January 3, 2018</td>
<td>Chapter 12/Lesson</td>
<td>40</td>
<td>920</td>
</tr>
<tr>
<td>January 3, 2018</td>
<td>Chapter 13/Lesson</td>
<td>40</td>
<td>960</td>
</tr>
<tr>
<td>January 3, 2018</td>
<td>Chapter 14/Lesson</td>
<td>40</td>
<td>1000</td>
</tr>
<tr>
<td>January 5, 2018</td>
<td>Final Exam (Unit Three Exam)</td>
<td>200</td>
<td>1200</td>
</tr>
</tbody>
</table>

*Note: Questions on the quizzes and exams come from both the Textbook Chapters and Interactive Lesson*

**VII. Grading System and Course Evaluation**

The grading scale is based on a point system. There is 1200 required points possible in this class. Grades will be awarded according to the following distribution, which corresponds to approximately the standard grading scale. **Your final grades are based on points earned.**

<table>
<thead>
<tr>
<th>Grading Scale</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1140-1200</td>
<td>A</td>
</tr>
<tr>
<td>1020-1139</td>
<td>B</td>
</tr>
<tr>
<td>900-1019</td>
<td>C</td>
</tr>
<tr>
<td>780-899</td>
<td>D</td>
</tr>
<tr>
<td>0-779</td>
<td>F</td>
</tr>
</tbody>
</table>

*Note: Grades will not be "adjusted" favorably (or unfavorably) for students who are close to the cut-off between grades. The distribution and accumulation of points is illustrated in the evaluation scale below.*
Evaluation Scale

<table>
<thead>
<tr>
<th>Required Points</th>
<th>20 Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Getting Started Quiz</td>
<td>1 at 20 points</td>
</tr>
<tr>
<td>Meet and Greet</td>
<td>1 at 20 points</td>
</tr>
<tr>
<td>Chapter/Lessons Quizzes</td>
<td>4 at 40 points each</td>
</tr>
<tr>
<td>Exams</td>
<td>3 at 200 points each</td>
</tr>
</tbody>
</table>

Means of Assessment of course Learning Outcomes:
Assessment of student performance for this course will be based on the following:

1. Exams
Each unit is accompanied by an exam. Exams are not cumulative; they only cover the chapters assigned for that particular unit, not material from past chapters. Each exam consists of 50 multiple-choice questions and is worth 200 points. Exams are timed; you have two hours (120 minutes) to complete the exam. There are no make-up exams. If a technical issue occurs while you are taking an exam, contact your instructor immediately. It is your responsibility to make sure that you have a secure Internet connection before attempting any exam in the class. You can access Exams by selecting the Lessons/Assignments tab from the GOVT 2306 Course Menu in eCampus. 3 exams (50 multiple choice questions each 200 points = 600 points).

2. Quizzes
Quizzes are designed to measure your comprehension of the online material. There is a quiz for each chapter. Each quiz is worth 40 points and has 20 multiple-choice questions. You are allowed two attempts for each quiz, with your highest score being recorded for your grade. 14 Chapter quizzes (20 multiple-choice questions worth 40 points for each chapter = 560 points) You can access Unit Chapter Quizzes by selecting the Lessons/Assignments tab from the GOVT 2306 Course Menu in eCampus.

Checking Grades on eCampus
All quizzes and exams are graded automatically upon submission and the score is posted to the eCampus Grade Center. For other work (discussion board and analytical papers), your instructor will grade and enter scores manually. After you complete and submit these items, you will see an exclamation point (!) in the Grade Center column until they are graded by your instructor.

Check your grades by going to the eCampus "My Grades" tab. To view details/feedback, click on the score of the graded item. For quizzes and exams, you will see only the questions and your answers. (Your instructor may provide general class feedback in an eCampus announcement about the thought sessions.)

If your personal information (name, e-mail address, telephone number, and/or mailing address) changes, notify your instructor and the Admissions/Registrar’s Office immediately to be certain that you receive all necessary information. This is important!

Intellectual Property Policy
All course materials created by the professor remain the intellectual property of the professor and any use of these materials other than for educational purposes by students currently registered in this class may be a violation of copyright laws.

Retrieving Your Final Grade and eConnect
Grade reports are no longer mailed, and telephone grades are unavailable. Convenient access is available online through eConnect. Use your 7-digit student identification number to log in.

To check your grades online:
1. Go to the eConnect main menu and select “Current Credit Students Menu.”
2. Select Log In. Log in using your 7-digit student identification number.
3. Select "Check My Grades (GPA)" under "My Personal Information."
4. Select the grade type you wish to review and press the submit button. All Grades for the selected grade type will be displayed.

Note: For more information about eConnect, go to https://econnect.dcccd.edu/CreditStudentMenu.jsp. Web site address for eConnect is https://eConnect.dcccd.edu.

Caveat
This syllabus is a set of guidelines for GOVT 2306, Texas Government. The instructor reserves the right to modify any course requirements and due dates as necessary to manage and conduct this class. The intent of the instructor is to
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promote the best education possible within prevailing conditions affecting this class. Students are responsible for contacting the instructor and seeking clarification of any requirement that is not understood.

**MAKEUP AND LATE WORK**

The scheduled dates of all exams and written assignments are clearly indicated in this syllabus. It is in each student’s best interest to submit work in a timely fashion. Occasionally, however, life prevents one from keeping deadlines. While the preference is that you submit work on time, you will be expected to complete assignments for each unit no later than the given due date. If you are unable to complete and submit work by the deadline, you are responsible for communicating with the instructor in writing via email. The instructor will determine if work will be accepted. In such cases, please note that points will be deducted for late work and your grade will be lowered at least 1 letter grade. This means that the highest grade received will be a "B" for assignments/exams submitted late.

**Incompletes**

An incomplete grade of “I” may be given when an unforeseen emergency prevents you from completing the work for this class. Make contact with the instructor immediately if there is a situation preventing you finishing the course. This must occur before the course officially ends. As a rule of thumb, a student must have already completed at least 70 percent of the work in a course in order to be eligible for an incomplete. Ultimately, the course instructor and the division dean determine every decision concerning whether or not to grant an incomplete jointly.

**PROBLEMS AND EMERGENCIES**:

If a medical or other serious situation arises that will prevent you from completing one or more assignments or a test by the due date, follow the procedures listed in the table.

<table>
<thead>
<tr>
<th>For all work except tests</th>
<th>Contact me immediately to request approval to submit an assignment late.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tests</td>
<td>Provide written documentation of the emergency that will cause you (or did cause you) to miss a test due date before make-up arrangements will be made.</td>
</tr>
<tr>
<td></td>
<td><strong>Warning:</strong> Technical problems occurring during the last hour before a test is due do not count as an emergency. Start tests well before the time they must be submitted.</td>
</tr>
</tbody>
</table>

**Communication**

Email is the primary means of communication for this class. You are responsible for ensuring that your email address is correctly listed in the course (check this on the first day) and that you are receiving emails from me. To ensure you receive all notices from me in a timely manner, check your email frequently (at least 5-6 times per week). Make sure you follow this format when sending me an email:

- **Subject line**
  - The purpose of the email.
  - Course ID (GOVT. 2306 **)Insert Section #**)
  - Your first and last name
  - Examples

- **Body of email message**
  - The body (message) must ALSO contain the course ID.
  - Your first and last name at the end of the message.

  **Important:** Emails sent without this format will either receive no reply or a reply telling the student to re-send in proper format, which slows down response time.
If you send me an email that requires a rapid response in order to meet a deadline, make sure you follow the above format. Check your email inbox frequently between the time you sent your email and the due date. **Extensions will not be granted in situations where I responded to your email before the due date, but you did not check frequently enough to see the response.**

**Important:**
- Check to make sure your junk mail or bulk mail filters do not delete or reroute email messages sent from the college or from your instructor.
- Make sure your e-mailbox is cleaned out regularly. This is especially important if you have Hotmail or Yahoo accounts. When your mailbox is full, all incoming email messages are rejected.

I will reply to all emails sent in the proper format within 24 to 48 hours, so re-send your email if you do Not hear back from me within this time frame. Do not assume that an unanswered email was received—**ALWAYS RE-SEND** if you do not receive a reply in 24-48 hours!

**THE ACADEMIC SUCCESS CENTER (ASC)**

The ASC provides a variety of services designed to help students develop and improve their writing and language skills:

I. The Writing Center provides tutoring for any writing assignment for any class as well as personal writing projects, including college application essays, resumes, and letters. The tutors can help students clarify writing tasks, develop and organize papers, explore revision options, detect grammar and punctuation errors, properly use and document sources, and improve their writing skills.

II. The iRead Lab offers individual and small group tutoring, as well as workshops, to help current students improve their skills for reading, studying, and test taking.

III. The ESOL Lab, with 20 computer workstations, is for ESOL students to work on assignments, homework, lab activities, and any other related tasks. An experienced lab attendant is on duty during business hours to assist students. The lab also offers ESOL tutoring and a weekly conversation group to help students improve English listening and speaking skills.

IV. Foreign Language tutoring is available to students enrolled in foreign languages courses (i.e. Spanish and French). Students can receive assistance with homework, labs, and other foreign language related assignments.

V. The Online Writing Lab (OWL) allows students to submit papers to our writing tutors electronically and get feedback within 24-48 hours. The OWL can be accessed through eCampus.
   - After logging on to eCampus, click on the Community Tab at the top.
   - Type “OWL” in the search field and click “Go.”
   - Next, click on the double drop-down arrows next to “NLC-OWL2,” and then click on “Enroll.”
   - Once enrolled, click “Submit Paper Here” to upload assignment.
   - Students in the NLC-OWL2 eCampus Community has access to all OWL related services.

VI. The Blazer Internet Lounge, with 12 computers, additional open seating, and WiFi Internet access, is available to students who are working on academic or personal projects individually or in groups. The Lounge also has books and DVDs available for student use.

**Learning Activities, Outcomes, and Assessment**
NORTH LAKE COLLEGE
5001 N. MacArthur Blvd.
Irving, Texas 75038-3899

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

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<table>
<thead>
<tr>
<th>Learning Activity</th>
<th>Learning Outcomes</th>
<th>Assessment</th>
<th>Program and Course Level Student Learning Outcomes (PLO, CLO)</th>
<th>Program and Course Level Student Learning Outcomes (PLO, CLO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide a brief description of the learning activity.</td>
<td>Briefly list the specific learning outcomes/objectives for the activity.</td>
<td>How will the activity be assessed?</td>
<td>Which are addressed by the learning activity?</td>
<td></td>
</tr>
<tr>
<td>2. Exams and Quizzes Chapter Quizzes (14) and Exams (3) that will cover all aspects of the course content.</td>
<td>Students will be able to synthesize concepts from readings and materials via multiple choice questions</td>
<td>Exams: Objective multiple-choice questions, each worth 200 points. Chapter Quizzes: Objective Multiple-Choice questions, each worth 40 points</td>
<td>SLO 1, 2, 3, 4, 5, 6, 7, 8</td>
<td>PLO 1.1, 1.2, 4, 5, 6</td>
</tr>
<tr>
<td>3. Discussion board debates</td>
<td>Students will form opinions and respond to their classmates’ posts on controversial issues in Texas politics.</td>
<td>Students must form an initial post and respond to one other student post.</td>
<td>CLO 1, 2, 3, 4, 5, 6, 7, 8</td>
<td>PLO 1.1, 2, 4, 5, 6</td>
</tr>
</tbody>
</table>

**GOVT 2306 Texas Government** (3 Credit Hours) TCCNS: GOVT 2306 / Texas Government 2014

**Core Curriculum Foundational Component Area:** 070 Government/Political Science Course

**Description:** Origin and development of the Texas constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas. (3 Lec.)

**Coordinating Board Academic Approval Number 4510025125.**

**Course Learning Outcomes for GOVT 2306** – Upon successful completion of this course, students will:
1. Explain the origin and development of the Texas constitution.
2. Describe state and local political systems and their relationship with the federal government.
3. Describe separation of powers and checks and balances in both theory and practice in
4. Demonstrate knowledge of the legislative, executive, and judicial branches of Texas government.
5. Evaluate the role of public opinion, interest groups, and political parties in Texas.
6. Analyze the state and local election process.
7. Identify the rights and responsibilities of citizens.
8. Analyze issues, policies and political culture of Texas.

**Revised State-Outcomes Core Curriculum Map**
Note: Thanks for your interest in the class. After reviewing this syllabus, if you have any concerns or questions e-mail me (ssharifian@dcccd.edu) and I will be happy to answer them. To access the class after enrolling, go to http://ecampus.dcccd.edu and log in using your seven-digit student ID number as both the username and password.

**Program-Level Outcome 1: Communication Skills** - to include effective development, interpretation and expression of ideas through written, oral and visual communication

1. **Written**: Process and produce effective written communication adapted to audience, purpose, and time constraints.

2. **Oral**: Produce effective oral communication adapted to audience, purpose, and time constraints.

3. **Visual**: Effectively interpret visual images or produce effective visual images.

4. **Listening**: Comprehend, and analyze oral information.

**Program-Level Outcome 2: Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

**Program-Level Outcome 5: Personal Responsibility** - to include the ability to connect choices, actions and consequences to ethical decision-making

**Program-Level Outcome 6: Social Responsibility** - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
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North Lake College and Dallas Colleges Online
“Institutional Policies relating to this course can be accessed from the following link
www.northlakecollege.edu/syllabipolicies