



**CLARENDON COLLEGE**  
**SYLLABUS NATIONAL GOVERNMENT 2305**  
**SPRING 2011**  
**ONLINE COURSE 3 CREDIT HOURS**

Instructor: Kim Jeffrey

Office Hours: Because this is an online course, the best way to reach me is the Web CT mail box. For emergencies and Chapter Quiz submission use: [Kim.Jeffrey@clarendoncollege.edu](mailto:Kim.Jeffrey@clarendoncollege.edu). I will check and answer e-mails every couple of days or sooner.

**IMPORTANT DATES**

Classes Begin	Tuesday, January 18
Last Day to Register and/or Add/Drop	Thursday, January 27
Last Day to Drop with a 'W'	Friday, April 15
Final Exam	Saturday, Sunday, Monday, May 7, 8, 9

**CLASS PARTICIPATION WILL BE A CURRENT EVENTS TOPIC:** Every week, students will post a short summary relating to a current event topic of their choice for a total of 15 postings for this course. Additionally, students will be required to post five separate replies to the postings of other student. This short synopsis or **summary** may be about any current event relating to government or politics. **Decide what your topic is, how you would handle the situation if you were the decision-maker in control and give your reasons as to why you would address the problem in this way. Provide the source of your information. THESE POSTINGS WILL BE YOUR CLASS PARTICIPATION SCORE AND WILL BE 20% OF YOUR TOTAL GRADE FOR THE CLASS.** There will be a format and additional information for you on the Discussion Board of the Homepage. Please refer to the **Unit Assignments and Instructions** or the **Homepage Calendar** for the due dates for postings. Please take note: no late postings will be accepted.

**STATEMENT OF PURPOSE:** To acquaint the student with the structure and functions of the American Constitutional System. The course is designed to satisfy state and college requirements for degree-seeking students as well as to provide a direction for future study. Government 2305 partially satisfies the requirement for an Associate Degree at Clarendon College and is designed to transfer to a senior college or university.

**COURSE DESCRIPTION:** American National Government 2305 is an introduction to the theory and practice of politics and governance in America at the state and local levels with special attention to National Level. Topics include political theory, the United States Constitution, Federalism, Separation of Powers, political participation, elections, the economy and current events.

**METHOD OF INSTRUCTION:** This is an online course. Students who take the responsibility for

learning will learn the most. Therefore, in this class I will be acting more as a "facilitator of learning" than a "traditional teacher." What you learn in this course will come from these sources: textbook readings, study guides for each chapter and current event assignments that will be posted by the students and email messages from other students. If you need extra help, remember that I am only an [email](#) message away.

**TEXT:** Lowi, Theodore, J., Ginsberg, Benjamin, Shepsle, Kenneth., Stephen Ansolabehere. **Brief Eleventh Edition or Full 11<sup>th</sup> Edition. American Government: Power and Purpose.** W.W. Norton. New York: 2010. ISBN 978-0-393-93299-7. The text may be purchased at the Clarendon College Bookstore. **YOU WILL NEED A TEXTBOOK.** If you have a different edition, such as the 10<sup>th</sup> Edition, the page numbers may not always match up, but will otherwise be fine.

#### **COURSE OBJECTIVES:**

1. To analyze the effects of historical, social, political, economic, cultural, and global forces on The US.
2. To comprehend the origins and evolution of the US political system, with focus on the growth of political institutions, the Constitution of the US, federalism, civil liberties, and civil and human rights.
3. To understand the evolution and current role in the US in the world.
4. To recognize and assume ones responsibilities as a citizen in a democratic society by learning to think for ones self, by engaging in public discourse, and by obtaining information through the news media and other appropriate information sources about politics and public policy

**EXAMS:** There will be **four exams** during the course of this semester. Each exam will consist of fifty (50) multiple choice questions and you will have 60 MINUTES for each exam. Each question will have four choices, with only one correct answer. During the exam you will be able to see only question at a time. **Please check the UNIT ASSIGNMENTS AND INFORMATION for testing dates. The Calendar Icon will also list the testing dates. The final exam will be open only on Saturday, Sunday and Monday, May 7, 8, 9. No exceptions. Please make sure you can fit these testing dates into your schedule.** Exams will be based on the textbook reading assignments and material taken the Chapter Quizzes from the textbook's online resources at: [wwnorton.com\studyspace\](http://wwnorton.com/studyspace).

Total grades will be based on the following formula:

A = 90 - 100    B = 80 - 89    C = 70 - 79    D = 60-69    F = below 60

Study Space Quizzes	5%
Exam I	15%
Exam II	20%
Exam III	20%
Exam IV	20%
Postings	<u>20%</u>
Total	100%

**ATTENDANCE:** Since this is an online course there is no attendance policy. It is up to you to set your own times "for class." Please set aside an enough time for reading, testing, posting and studying.

#### **WITHDRAWAL:**

If you choose to drop this course, it is up to YOU to do so. **I cannot drop the course for you. THE LAST DAY TO DROP WITH A "W" IS FRIDAY, April 15.** It is your responsibility to read and understand the policies concerning withdrawal from college or from any individual course(s). These policies may be found in the College Catalog or by contacting the Office of Student Services 806-874-3571 or 800-687-9737. A student is only allowed to drop the same class twice before he/she will be charged up to triple the tuition amount for taking the class a third time or more. Beginning with the Fall 2007 semester, students in Texas may only drop a total of six courses

throughout their entire undergraduate career. After the six, the student will no longer be able to withdraw from any classes

#### **ACADEMIC DISHONESTY: SCHOOL POLICY:**

**Cheating will not be tolerated** and may be cause for expulsion from the class and/or receiving a grade of "F" for the class. In addition, the student will be reported to the Dean of Students, and students who are reported as cheating to the Dean of Students more than once shall be disciplined by the Dean. Cheating violations include but are not limited to (1) obtaining an examination, classroom activity, or laboratory exercise by stealing or collusion; (2) discovering the content of an examination, classroom activity, laboratory exercise, or homework assignment before it is given; (3) using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment; (4) entering an office or building to obtain unfair advantage; (5) taking an examination for another person; (6) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (7) altering grade records; (8) using any unauthorized form of electronic communication device during an examination, classroom activity, or laboratory exercise; (9) plagiarism. Plagiarism is the using, stating, offering, or reporting as one's own an idea, expression, or production of another person without proper credit.

**PLAGIARISM:** Read the following explanations carefully and be sure that you understand them.

1. **Word-for-word plagiarism:** The student quotes his or her source without using quotation marks. Even if the student cites the source, he or she is still plagiarizing because proper quotation procedures were not used.
2. **Paraphrased plagiarism:** The student uses a source and with the exception of changing a few words or phrases essentially quotes the original. Even if the source is properly cited, the writing is still plagiarized because the student has used the author's style, vocabulary, and content and claimed it as his or her own.
3. **Improper citations:** If a student uses someone's information other than his or her own, the source of the material must be properly cited. Failure to do so is plagiarism.
4. **Improper use of ideas:** Ideas are as equally protected as words. If the student uses someone's ideas, but expresses them in his or her words, the student plagiarizes if he or she does not cite the source of the idea.
5. **Internet use:** Copying and pasting from the Internet is plagiarism. Purchasing papers from a paper mill is plagiarism.
6. **Student sharing:** While students are certainly free to work together and study together, an assignment that calls for individual work must reflect the student's personal effort. If a student borrows or copies another student's work, that is plagiarism. If a student has another student write a paper, that is plagiarism. If two students collaborate on an individual assignment and turn in the same work, that is plagiarism.

Plagiarism is a serious academic offense. It involves legal issues about improper use of materials that do not belong to the student. Plagiarism is unethical. A student must do his or her own work; otherwise, the learning process is compromised. Plagiarism is unfair to fellow students who take the time and make the effort to do their own work. Essentially, plagiarism is cheating and will not be tolerated.

**Any student caught cheating will receive a zero for the assignment or exam and will be referred to the Dean of Instruction.**

**OFFICE HOURS:** You may e-mail me at any time. I will check my e-mail every day or at least every couple of days. I may also be reached by phone at 806-856-5932 between the hours of 5:00 and 9:00 in the evenings or you can leave a message on my machine. The best way to reach me will be through e-mail. Please use the WEB CT MAIL BOX and use my personal mail for emergencies only because I do not check it as often.

**For more information, refer to the Unit Assignments and Instructions located under the Syllabus Icon.**