

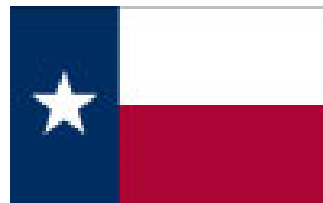
SYLLABUS

CLARENDON COLLEGE
LIBERAL ARTS DIVISION/GOVERNMENT
COURSE SYLLABUS 3 CREDIT HOURS ONLINE COURSE
TEXAS GOVERNMENT 2306 SUMMER I 2024

Your instructor is Mrs. Kim Jeffrey.

Important Dates:

Class begins	Wednesday, May 29
Census date	Monday, June 3
Last day to drop with a "W"	Tuesday, June 18
Exam I	Thursday and Friday, June 6 and 7.
Exam II	Friday and Saturday, June 14 and 15
Exam III	Saturday and Sunday, June 22 and 23
Exam IV	Sunday and Monday, June 30 and July 1
Due dates for this class	All due dates are for U.S. Central Standard Time



Required Enrollment Verification Activity: Students who fail to complete the Syllabus Agreement & Enrollment Verification Activity by the official census date may not be able to continue in the course. This could result in an F for the course and forfeiture of Financial Aid. The census date for this term can be found on the Academic Calendar located at the Inside CC link on Clarendon College's home page.

(The Census date is Monday, June 3.)

Online Attendance Policy: Regular attendance is mandatory in all online courses. Specific activities are identified each week or during each chapter that must be completed in order for students to be considered "in attendance." Failure to complete these assignments can result in forfeiture of Financial Aid and/or failure of the class.

Syllabus EVA Agreement, Syllabus Test, and Course Overview must be completed by Monday, June 3.

Instructor Contact Information

Phone: 806-382-2052

Email: kim.jeffrey@clarendoncollege.edu.

The **Messages** feature in Open LMS is the main method you should use to contact me. I will make every effort to check the course website every day and respond to your message within 24 hours.

Course Description

Texas Government 2306 is the theory and practice of politics and government in America at the state and local levels with special attention to Texas. Topics include political theory, the Texas Constitution, states' rights, political participation, and elections.

This course partially satisfies the Government and Political Science component of the core curriculum and is designed for transfer to a senior college or university.

Required Instructional Materials:



Textbook: Texas Government Textbook and resources, authored by Brenda Norton, and Texas Government 2.0, authored by Kris Seago. License: [Creative Commons Attribution](https://creativecommons.org/licenses/by/4.0/).

Core Objectives

- **CT** = Critical thinking skills – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **COM** = Communication skills – to include effective written, oral, and visual communication
- **SR** = Social responsibility – to include intercultural competency, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
- **PR** = Personal responsibility – to include the ability to connect choices, actions, and consequences to ethical decision-making

Learning Outcomes

1. Explain the origin and development of the Texas Constitution – Assesses CT and COM with Chapter Texas Politics Assignments.
2. Describe state and local political systems and their relationship with the federal government - Assesses CT and COM with Chapter Texas Politics Assignments.
3. Describe separation of powers and checks and balances in both theory and practice in Texas - Assesses CT and COM with Chapter Texas Politics Assignments.
4. Demonstrate knowledge of the legislative, executive, and judicial branches of Texas government - Assesses CT and COM with Chapter Texas Politics Assignments.
5. Evaluate the role of public opinion, interest groups, and political parties in Texas - Assesses SR with Opinion Paper II - Political Participation.
6. Analyze the state and local election process - Assesses SR with Opinion Paper - Rights and Responsibilities.
7. Identify the rights and responsibilities of citizens - Assesses SR with Opinion Paper - Political Participation.
8. Analyze issues, policies and political culture of Texas - Assesses CT, COM and PR with Opinion Paper - Political Culture, Issues, Policies.

Course Expectations

- You may expect a response time from me of **24 hrs.** for messages or email.
- Etiquette expectations (netiquette) for all types of communication: You are expected to take responsibility in helping to maintain a classroom environment that is conducive to learning. Please be polite and maintain a professional tone in your writing. NO abusive language will be tolerated in this course.

Computer/Technology Requirement

This course uses a variety of web resources that requires a good Internet connection and an up-to-date internet browser. Other technology requirements will be listed in the course overview in your online course.

Grades

Grades earned for each graded activity will be available in **your OpenLMS course**. However, in **your OpenLMS gradebook**, assume that any activity you did not complete is a zero, even if a hyphen appears beside the activity in the gradebook. The current course average shown in the OpenLMS gradebook will not be correct until I have replaced the hyphens with zeroes.

College Policies

Online Attendance Policy

Regular weekly attendance is mandatory in all online courses. Specific activities will be identified on the course

schedule that must be completed for students to be considered “in attendance.” Attendance will be posted to the Student Portal. Failure to complete these assignments can result in forfeiture of Financial Aid and failure of the class.



Academic Integrity Policy

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, AI or ChatGPT is plagiarism. Purchasing papers from a paper mill is plagiarism. All work must have an appropriate citation.

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. **Essentially, plagiarism is cheating and will not be tolerated.**

Clarendon College is committed to a philosophy of honesty and academic integrity. It is the responsibility of all members of the Clarendon College community to maintain academic integrity at Clarendon College by refusing to participate in or tolerate academic dishonesty. Any act of academic dishonesty will be regarded by the faculty and administration as a serious offense.

Academic dishonesty 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) observing the work of

another during an examination or providing answers to another during the course of an examination; (4) using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment; (5) entering an office, classroom, laboratory, or building to obtain unfair advantage; (6) taking an examination for another person; (7) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (8) altering grade records; (9) using any unauthorized form of an electronic communication device during an examination, classroom activity, or laboratory exercise; and/or, (10) plagiarism. (Plagiarism is defined as the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person's work without proper credit. This includes, but is not limited to, turning in a paper purchased or acquired from any source, written by someone other than the student claiming credit, or stolen from another student.)

Students are responsible for reporting known acts of academic dishonesty to a faculty member, the program coordinator, the associate vice president, and/or the vice president. Any student with knowledge of a violation who fails to report it shall him/herself be in violation and shall be considered to have committed an act of academic dishonesty. Additionally, any student who reports him/herself in violation of this code before it is likely that another might consider this possibility will be understood as repentant and acting in good faith. Though the confession will not excuse the student for the violation, the confession will be considered and the violation should not result in suspension from school except in the most extreme cases.

While academic integrity and honesty are the responsibility of the individual student, each individual faculty member, teaching assistant, and/or laboratory instructor is responsible for classroom management and for maintaining ethical behavior within the classroom and/or laboratory. Faculty who discover or suspect a violation should discuss the matter with the suspected violator(s) and attempt to resolve the case at that point. In cases of convincing evidence, the faculty member should take appropriate action. The faculty member and student should complete a Counseling Sheet regarding the violation. (The Counseling Sheet should contain at a minimum the date and time of the violation, the course, the instructor's name, the student's name, an explanation of the infraction or facts of the case, and the resolution to the incident.) This form should be signed by the student, faculty member, program coordinator, and the VP of Academic Affairs. The VP of Academic Affairs will maintain a file on all violations. If a faculty member prefers to report the case directly to the VP of Academic Affairs, it remains his/her prerogative to do so. Additionally, if the faculty member and the accused student cannot reach a resolution or if the faculty member believes that suspension from school is the only fair sanction, the case should immediately be reported by the faculty member, in writing, to the VP of Academic Affairs. If the VP of Academic Affairs observes any trends in student behavior

which involve more than one violation or act of academic dishonesty, the VP of Academic Affairs is responsible for notifying all faculty members involved, for contacting the student(s) involved, and after consultation with the faculty member(s) involved for taking the appropriate action. The VP of Academic Affairs is responsible for the timely notification (normally within two weeks) to all parties of an action taken.

Students wishing to appeal a disciplinary decision involving academic integrity or acts of academic dishonesty may do so through the VP of Academic Affairs.

Dropping a Course

A student who is enrolled in a developmental course for TSI purposes may not drop his/her only developmental course unless the student completely withdraws from the college. A student may drop any other course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar. The request for permission to drop a course is initiated by the student by procuring a drop form from the Office of Student Services. (Refer to other policies concerning this issue in the current college catalog online.) Whether to drop a class or not requires a lot of thought. According to Texas state law a student is only allowed to drop the same class twice before he/she will be charged triple the tuition amount for taking the class a third time or more. Furthermore, beginning with the Fall 2007 semester, students in Texas may only drop a total of 6 courses throughout their entire undergraduate career. After the 6th dropped class, he/she will no longer be able to withdraw from any classes.

Withdrawal from College

When a student finds it necessary to withdraw from school before the end of the semester, he or she should obtain a withdrawal form from the Office of Student Services. Students may also withdraw from the college by sending a written request for such action to the Registrar's Office. The request must include the student's signature, the student's current address, social security number and course information details. Students who withdraw after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar will be assigned a grade of "W."

Grievance Policy

If you have a dispute concerning your grade or policies in this class, it is your responsibility to FIRST contact the instructor, either by e-mail or in person, to discuss the matter. Should things remain unresolved after this initial contact, please follow the procedures described in the Clarendon College Catalogue. In the vast majority of cases, the matter can be resolved at the instructor/student level, and learning to communicate your concerns in a civilized manner is part of the college experience.

Accommodation Statement

In accordance with the Americans with Disabilities Act

and Section 504 of the Rehabilitation Act of 1973, any student who feels that he or she may need any special assistance or accommodation because of an impairment or disabling condition should contact the Associate Dean of Enrollment Services at 806-874-4837 / janean.reish@clarendoncollege.edu or visit the Clarendon campus at Clarendon College. It is the policy of Clarendon College to provide reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to contact the Associate Dean of Enrollment Services.

Nondiscrimination Policy

Clarendon College, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status. It is the policy of Clarendon College not to discriminate based on gender, age, disability, race, color, religion, marital status, veteran's status, national or ethnic origin, or sexual orientation.

Harassment of a student in class, i.e., a pattern of behavior directed against a particular student with the intent of humiliating or intimidating that student will not be tolerated. The mere expression of one's ideas is not harassment and is fully protected by academic freedom, but personal harassment of individual students is not permitted.

Student Rights and Responsibilities

Student Rights and Responsibilities are listed on the College website at:

<http://www.clarendoncollege.edu/Resources/Student%20Services/StudentRightsResponsibilities.pdf>.

In order to be successful in completing this 3-credit hour course, you should plan to spend **between 17-26 hours per week** in this summer course.



You are responsible for ensuring that your work is consistent with Clarendon College's expectations concerning academic integrity. This course uses Turnitin.com for plagiarism and AI detection. Opinion Papers must be submitted to both the Opinion Paper link and Turnitin link. Instructions and videos are also available at CC's website at the Students > Forms & Resources link. Additional information about the Turnitin plagiarism prevention tool is available at <http://turnitin.com>.

Course Policies : Weekly attendance is mandatory in all online courses. Students are expected to log-in to their online course(s) at least **twice a week**. Progress towards satisfactory completion assignments is expected on a weekly basis. Students can be placed on academic probation or lose financial aid for chronic non-attendance.

Attendance is reported each **Thursday**. Students who follow the online attendance policy are marked "present." This status can be checked in the Student Portal.

Course policy for cheating or plagiarizing:

- ✚ Any student caught cheating or plagiarizing will receive a zero for the assignment or exam and will be referred to the Vice-president of Students Affairs. Any additional cheating/plagiarism will result in a grade of "F" for the course.

Course policy for late work and make-up exams:

- ✚ No make-up exams are given and late assignments are not accepted. In an emergency, notify me at once.
- ✚ Contact information is in the Quick Links on the course page. I normally return messages within 24 hours from the date it is sent.

Grading Formula for the Course: The final semester grades will be figured as set in the current catalog:

90 to 100 = A 80 to 89 = B 70 to 79 = C 60 to 69 = D Below 59 = F

- ✚ Grades may require from 5-7 days after the date it is due.

- ✚ **An activity not completed is a zero**, even if a hyphen appears beside the activity in the LMS gradebook.

- ✚ The current course average in the LMS Gradebook is not correct until hyphens have been replaced with zeroes.
- ✚ Course grades are based on the following:

✚ 48%	Exams (4 exams, each represents 14 points toward your total grade in this course).
✚ 12%	Texas Politics (6 assignments, 2 points each).
✚ 28%	Opinion Papers (4 assignments; 7 points each).
✚ 12%	Discussion Forum (12 posts & 12 replies).
100%	Total

Your Grades can be found in the Course Dashboard under the Gradebook link in Open LMS. Your official end of course grade will be in your CC Student Portal: www.clarendoncollege.edu.

In order to begin this course, you must agree to abide by the policies contained in the syllabus you have just read. This is a binding contract between you and me that will be used in the event there are any disagreements about your grades in this course. Make sure you have read the syllabus and understand all of the information in it. Not following some of these policies could significantly affect your grade.

Tentative Course Schedule

The course schedule below is subject to change. If changes are made, I will send you a message through Open LMS and your Bulldog email (Use your Bulldog Mail). I will also change the course schedule.

Tentative Course Schedule for Texas Government 2306 Summer I 2024



- All due dates are set for U.S. **Central Standard** time zone.
- **Links** for exams, quizzes, and assignments with instructions are in each section of the course and are due by 11:55 p.m. The due dates are on each link and in the **Open LMS Calendar**.
- Exams can be taken only on the dates specified in the Course Schedule. No make-up exams.
- ***I don't accept late work.*** If you don't understand how to submit an assignment, refer to the Student Tutorials at the bottom of every page or send me a message, and I will help you. Don't wait until the last minute. Things can and do go wrong.
- Assignments and practice quizzes are open so you may work ahead on those. This does not include the Discussion Forum. **You cannot work ahead on the Discussion Forum** since it's the primary method used to report attendance every week.

Class Orientation: Begins Wednesday, May 29 through Monday, June 3

- **These must be completed by the Census date or you won't be able to access the course:**
- 1. Sign the EVA Syllabus Agreement
- 2. Take the syllabus test
- 3. Read the Course Overview

Unit I: Begins Wednesday, May 29 – Friday, June 7

e-book reading assignments:

- Chapter 1: Introduction to Texas History and Politics
- Chapter 2: American Federalism and The Texas State Constitutions
- Chapter 3: Texas Executive Branch

Unit I: Discussion Forum **Submit these postings to be considered “in attendance” for the week.*

Due dates:

- Posting # 1 and one reply are due by Wednesday, June 5.
- Posting # 2 and one reply are due by Friday, June 7.
- Posting # 3 and one reply are due by Friday, June 7.

Chapter 1 Opinion Paper - Political Culture: due **by Friday, June 5.**

- Also submit your paper to the Turnitin link directly below the assignment.

Texas Politics Assignments –

- Chapter 2: American Federalism
- Chapter 3: Texas Executive Branch is due by Friday, June 7.

Unit I Exam: Thursday, Friday June 6, 7.

- Covers Chapter 1, 2, 3 with 50 multiple choice questions.
- Once you begin you have 60 minutes one you begin.

Unit II: Begins Saturday, June 8 – Saturday, June 15

e-book reading assignments:

- Chapter 4: The Texas Legislature Branch
- Chapter 5: Political Parties
- Chapter 6: Interest Groups and Lobbying

Unit II: Discussion Forum ** Submit these postings to be considered “in attendance” for the week.*

Due dates:

- Posting # 4 and one reply are due by Wednesday, June 12.
- Posting # 5 and one reply are due by Saturday, June 15.
- Posting # 6 and one reply are due by Saturday, June 15.

Texas Politics Assignments –

- Chapter 4: Texas Legislature is due by Wednesday, June 12.
- Chapter 6: Interest Groups in Texas is due by Saturday, June 15.

Chapter 5 Opinion Paper for Political Participation: due by Saturday, June 15.

- Also submit your paper to the Turnitin link directly below the assignment.

Unit II Exam: Friday and Saturday, June 14, 15.

- Exam II covers Chapters 4, 5, 6 with 50 multiple choice questions. 60 minutes.

Unit III: Begins Sunday, June 16 - Sunday, June 23

e-book reading assignments:

- Chapter 7: Political Participation and Elections in Texas
- Chapter 8: Local Governments in Texas
- Chapter 9: Budget, Finances and Policy

Unit III: Discussion Forum **Submit at least two postings per week to be considered “in attendance” for the week.* Due dates:

- Posting # 7 and one reply are due on Wednesday, June 19
- Posting # 8 and one reply are due on Sunday, June 23.
- Posting # 9 and one reply are due on Sunday, June 23

Chapter 7 Opinion Paper - Political Participation: due by Wednesday, June 19.

- Also submit your paper to the Turnitin link directly below the assignment.

Texas Politics Assignments –

- Chapter 8: Local Governments in Texas is due on Sunday, June 23

Unit III Exam: Saturday and Sunday, June 22, 23.

- Exam III covers Chapters 7, 8, 9 - 50 multiple choice questions.
- Once you begin you will have 60 minutes to take the test.

Unit IV: Begins Monday, June 24 – Monday, July 1

e-book reading assignments:

- Chapter 10 Texas Judicial Branch
- Chapter 11: Criminal Law in Texas
- Chapter 12: Public Opinion and Media

Unit IV: Discussion Forum ** Submit these postings to be considered “in attendance” for the week.* Due dates:

- Posting # 10 and one reply are due on Thursday, June 27
- Posting # 11 and one reply are due on Monday, July 1
- Posting # 12 and one reply are due on Monday, July 1

Texas Politics Assignments –

- Chapter 10: Court System in Texas: due on Thursday, June 27

Chapter 11 Opinion Paper - Rights and Responsibilities Opinion Paper is due by Monday, July 1.

Unit IV Exam: Sunday, Monday, June 30 and July 1.

- Exam IV (Final) covers Chapters 10, 11, 12 with 50 multiple choice questions.
- Once you begin you will have 60 minutes to take the test.

