

# American Government

POLS 2305 – Fall 2023.061

Online

3 Credit Hours [No Prerequisites Required]

**Instructor:** Mrs. Jill “Nikki” Carter

**Email:** Jcarter@uttyler.edu [preferred contact]

- In your email, please note which class you are in (example POLS 2305.061)
- Expect a response within 24 hours M-F or 48 hours on the weekends
- I will only reply to email from an official UT-Tyler email account

**Office Location:** College of Arts and Sciences Building 122

**Office Hours:** Due to nature of this course, office hours will only be by appointment via zoom, email to request a time. I will be available throughout the week for meetings.

**“Nearly all men can stand adversity, but if you want to test a man's character, give him power.” ~ Abraham Lincoln**

**“It is common sense to take a method and try it. If it fails, admit it frankly and try another. But above all, try something.” ~ Franklin D. Roosevelt**

## **Canvas:**

This online class will be conducted through Canvas. If you experience any problems logging into Canvas or any technical problems with the system you should seek help from Campus Computing. They can be reached via email at itsupport@patriots.uttyler.edu. Please include your full name, student ID number and date of birth in any communications you send to them.

## **Course Description:**

This course is a study of the origins, development, structure, political actors, and functions of American national government. Topics include the constitutional framework; federalism; the three branches of government; the bureaucracy; civil rights and liberties; political participation and behavior; domestic policy and foreign policy.

## **Content Objectives:**

This course is an examination of the United States political system, including its intellectual foundations and the design of the Constitution. It includes study of the major institutional factors, the impact of interest groups and the media, and the processes of policy-making. It may be taken in fulfillment of statutory requirements for a baccalaureate degree.

The primary goal is to successfully complete a required course with minimal pain and suffering while gathering useful information. To that end, after successfully completing this course, students should be able to demonstrate:

- familiarity with terminology used to study political science and American government
- basic knowledge of the historical evolution of American governmental structures
- an understanding of the constitutional, institutional, political and legal processes and structures of the United States
- comprehension of the interrelationships of American governmental institutions
- awareness of basic values of American political culture

**Important Note:**

I encourage you to meet with me regularly to discuss or clarify lecture, discussion, or reading—or to talk about American government or history in general. My job (and satisfaction) is as much to work with students on an individual basis as it is to lecture and facilitate discussion. Please keep this in mind throughout the semester.

Also, some semesters, life gets in the way. Should you have one of these semesters, I am more than happy to talk to you about what to do. But if the trauma is too great, I strongly suggest you drop one or all of your courses. Your education is vitally important, but there are things that outrank even education sometimes—and *you have to make that call when it is necessary*. I cannot grade you on how well or poorly you deal with your life at given moments. Your grades reflect your performance in class—not how well you are dealing with other things. I wish all of us a semester in which these things aren't issues.

**Required Reading and Materials:****Textbook:**

This semester the book is a free PDF textbook called Game of Politics from UT Tyler Press. The PDF file is provided for you in Canvas and you can download it from there.

You will also be given PowerPoints, outlines, notes, timelines, articles, videos, lectures, etc. that will be uploaded onto Canvas. They are a required part of the course and you are responsible for the information presented in them.

**Course Structure:**

This course will be conducted in four units and there will be one exam over the material in each unit. Check Canvas for due dates.

Waiting until the last minute to do the assignments is not advised. Having a computer issue, internet issue, Canvas issue, or any other issue on the date an assignment due is not an excuse for not completing an assignment, and no additional time will be granted. If you do the work early and an issue presents itself, then there is time for us to work together and resolve it so that you can submit the work by the due date.

Also, as all quizzes and assignments are available online for some period of time, they cannot be made up if they are not completed before the assignment closes.

Individual exams may not be made up. If a student misses one exam, they must take the comprehensive final exam given at the end of the course as a grade replacement. Students who did not miss a test so not take the final exam.

**Course Attendance Policy:**

The once per section due date for all assignments in a unit is to provide you with maximum flexibility within that period to complete work, but it is not intended to encourage you to wait until the last minute to complete everything. The attendance policy is that you should be logging on each week and working on a module and completing assignments. The University recommends that you spend at least 3 hours (not including reading the textbook) working in each class. If this was a face-to-face class, you would be meeting in person for that amount of time and doing reading and homework outside of class.

**Online Quizzes:**

There will be 15 quizzes, each consisting of 20 multiple-choice and true/false over the lectures, textbook, and other content for each chapter module. Each quiz is worth 20 points. Quizzes are designed to help familiarize you with at least some of the important material that will be on the exams and to make sure you are reading. These quizzes are open book and open note. Two grades are dropped at for the semester, for a total of 260 points. No late work is accepted.

### Online Assignments:

There will be 18 assignments over the course of the semester and they will vary in nature. They will be worth 3 points each. Three grades will be dropped at the end of the semester for a total of 45 points.

### Online Writing Assignments:

There will be one essay assignment worth 20 points and a student introduction worth 5 points. None of these grades will be dropped. Writing assignments are 25 points total.

### Online Exams:

There will be four tests. Each exam will consist of a mixture multiple choice and true/false questions for a total of 100 points. There is a study guide posted for each exam. If you miss a test, there are no make-up exams given, but you will be given a final exam as a grade replacement, see course policies in Canvas for more info. See Canvas for exam dates. The final exam is optional to students who did not miss a test.

### Exam Policy:

No lockdown browser or proctoring software is required for exams or quizzes this semester. However, exams are NOT open book or open note and outside resources, like google, are not allowed. To ensure academic honesty, you must complete the quizzes for each module before taking the exam, or else you will be given a 0 on the test. Once you answer a question, you cannot go back to it and there is a time limit. These measures are taken because I do not require a lockdown browser or test monitoring software on exam since they generally make students have anxiety and score poorly.

### Points Breakdown:

Online Quizzes: 260 pts

Online Assignments: 45 pts

Writing Assignments: 25

Exam I: 100 pts

Exam II: 100 pts

Exam III: 100 pts

Exam IV: 100 pts

730 points total

### Final Grade Scale:

More than 89.5% of total points available = A

79.5% - 89.4% of pts = B

69.5% - 79.4% of pts = C

59.5% - 69.4% of pts = D

Below 59.5% of total points available = F

**Schedule/Topic Outline: Check Canvas for all due dates and Test dates – You can work ahead in the modules each week, but the due date is the absolute last day to turn in that assignment. Early work is gladly accepted!**

Week 1 – Getting Started and Introduction to American Government Module

Week 2 - The Constitution Module - Census day for Semester

Week 3 - Civil Liberties and Civil Rights Module

Week 4 – Public Opinion Module

Week 5– Congress Module

Week 6 – The President Module

Week 7 – The Bureaucracy Module

Week 8 - The Courts Module

Week 9 –Interest Groups Module

Week 10 – State and Local Government Module

Week 11 – Public Policy Module

Week 12 - The Media Module

Week 13 – Political Parties Module

Week 14 – **Thanksgiving Break**

Week 15 - Voting and Elections Module

Week 16 –**Final Exam for students who missed a previous one. Optional for everyone else**

### **Online Classroom Conduct/Decorum:**

Practice decorum and decency in all discussion posts and communication with fellow students and the instructor. More than one offense will result in possible dismissal from the class. For further reading on Internet decorum, I recommend that you take a look at UT-Tyler's "[Netiquette](#)" [Guide](#).

### **Make-up Policy:**

**AGAIN, NO LATE WORK WILL BE ACCEPTED.** You have ample time to complete each assignment, usually several weeks, and waiting until the last minute to do an assignment is not advised. If you have a computer issue, internet issue, or any other issue on the date an assignment is due is not an excuse for not completing an assignment and no additional time will be granted. If you do the work early and an issue presents itself, then there is time for us to work together and resolve it so that you can submit the work by the due date.

**\*\*\*IMPORTANT\*\*\*** There are no make-up exams or alternative assignments given once a test has been missed. **If you are going to miss an exam because of a school activity, you must make arrangements to take the exam prior to the day the exam will be given, please contact me the week before the test to set up a date and time.** In cases of **emergency** (i.e., a death in the family), however, students will be allowed to take the exam early at the discretion of the Instructor, and the student must provide documentation. Missing an exam does not ensure the student will be able to take the test early, such a decision is ultimately the professor's prerogative. Please contact me as soon as possible if you miss something for an emergency and we will work out the details.

#### Syllabus Notice:

The instructor reserves the right to alter the syllabus; however, students will be given ample warning to any possible changes.

#### Email Policy:

Per university request, I will only communicate with students via your Patriot email accounts. The university has had several problems reaching students with vital questions or information because they do not check their Patriot email, and they have asked faculty to require that students use their Patriot email accounts. All responses to student email will be sent only to your Patriot email account (even if you send the email from some other account). Email sent from any non-Patriot email account will not be answered.

#### Student Resources:

For a general overview of resources provided by The University of Texas at Tyler, please refer to this link: <http://lms-media.uttyler.edu/fileman/OID/Resource/>

#### Academic Honesty:

**\*\*\*IMPORTANT\*\*\* Please carefully read the course policy found in Canvas and the university policy for cheating and academic dishonesty at the following website::**

<http://www.uttyler.edu/judicialaffairs/scholasticdishonesty.php>

UNIVERSITY POLICIES AND ADDITIONAL INFORMATION THAT MUST APPEAR IN EACH COURSE SYLLABUS

#### UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

#### Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link:

<http://www.uttyler.edu/wellness/rightsresponsibilities.php>

#### Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

#### UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit [www.uttyler.edu/tobacco-free](http://www.uttyler.edu/tobacco-free).

#### Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking

courses as Audit, Pass/Fail or Credit/No Credit.

- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

#### State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

#### Disability/Accessibility Services

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit

<https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

#### Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

#### Student Absence for University-Sponsored Events and Activities

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

#### Social Security and FERPA Statement

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

#### Emergency Exits and Evacuation

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

#### Student Standards of Academic Conduct

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

i. "Cheating" includes, but is not limited to:

- copying from another student's test paper;
- using, during a test, materials not authorized by the person giving the test;
- failure to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes". The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;

- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
  - collaborating with or seeking aid from another student during a test or other assignment without authority;
  - discussing the contents of an examination with another student who will take the examination;
  - divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
  - substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
  - paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
  - falsifying research data, laboratory reports, and/or other academic work offered for credit;
  - taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
  - misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.
- ii. “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.
  - iii. “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.
  - iv. All written work that is submitted will be subject to review by plagiarism software.

#### UT Tyler Resources for Students

- [UT Tyler Writing Center](#) (903.565.5995), [writingcenter@uttyler.edu](mailto:writingcenter@uttyler.edu)
- [UT Tyler Tutoring Center](#) (903.565.5964), [tutoring@uttyler.edu](mailto:tutoring@uttyler.edu)
- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- [UT Tyler Counseling Center](#) (903.566.7254)

#### Important Covid-19 Information for Classrooms and Laboratories:

Students are required to wear face masks covering their nose and mouth, and follow social distancing guidelines, at all times in public settings (including classrooms and laboratories), as specified by Procedures for Fall 2020



Return to Normal Operations. The UT Tyler community of Patriots views adoption of these practices consistent with its Honor Code and a sign of good citizenship and respectful care of fellow classmates, faculty, and staff. Students who are feeling ill or experiencing symptoms such as sneezing, coughing, or a higher than normal temperature will be excused from class and should stay at home and may join the class remotely. Students who have difficulty adhering to the Covid-19 safety policies for health reasons are also encouraged to join the class remotely. Students needing additional accommodations may contact the Office of Student Accessibility and Resources at University Center 3150, or call (903) 566-7079 or email saroffice@uttyler.edu.

**Recording of Class Sessions:**

Class sessions may be recorded by the instructor for use by students enrolled in this course. Recordings that contain personally identifiable information or other information subject to FERPA shall not be shared with individuals not enrolled in this course unless appropriate consent is obtained from all relevant students. Class recordings are reserved only for the use of students enrolled in the course and only for educational purposes. Course recordings should not be shared outside of the course in any form without express permission.

: