

Introduction to American Government

POLS 2305.360

Maymester 2022

Online

Lecturer:

Melissa Salgado, M.A.

Office: CAS 114A

Office Hours: Office hours will be held M/W from 10:00 am to 12:00 pm or by appointment. Office hours will be virtual, but students during this time can expect immediate response from me with email.

Form of Contact:

Email: msalgado@uttyler.edu

- Please send an email from your patriots' email only as I will not respond to emails from any other accounts. Email is the best way to contact me.
- During weekdays students can expect an email back within 24 hours, on weekends students can expect at least 48 hours before a response back.
- Please make sure you are paying attention to announcements on Canvas, since this is a fully online class my main form of communication with you all will be through announcements on Canvas.

Course Description and Objectives:

This course is meant to examine the creation of the United States political system, including its foundations and the Constitution. The course will look at the three branches of government, their importance as well as the changing political climate and the process in which policy is created. By the end of the course students should be able to:

- Identify and define terminology used to study political science and American Government
- Have basic knowledge of the historical evolution of American government and the political process
- Describe the constitutional, institutional, political and legal processes and structures of the United States

Requirements, Dates, and Grades:

Grades will be determined by the following:

Small Assignments	15%
Quizzes	15%
Exam 1	20%
Exam 2	25%
Final Exam	25%

Participation/ Question of the Week:

Your participation grade will be determined by short writing assignments that will be no longer than a paragraph and that I call question of the week (QOW). Students should be aware some questions will be asked during the lecture videos, some may require a little outside research, and at times will have two parts to them. Each question of the week will be related to the video's students should focus on for that week and should use lecture materials as well as the book to support their answers. Although most of the questions are opinion based, I strongly suggest students take information and concepts of the week to answer the questions. Questions of the week are due at the end of the week; they are meant to be completed and will not be accepted late. Full grades are awarded to those responses that are well thought out, use examples and materials from class and the book, in your own words, and written with proper grammar. Please make sure you are aware of all due dates for these small assignments, quizzes, and exams.

Exams:

The exams will cover material discussed in the lectures, readings from your textbook, and anything else that may be uploaded to canvas. If a student needs a make-up exam, this should be communicated beforehand. Please note, make up exams may be in essay format rather than multiple choice. Extra credit may be available throughout the semester at the lecturer's discretion and will be given to the class as a whole not on an individual basis.

Exams will be online on canvas; students will have 1 hour and 30 minutes to take their exams and will have **one** chance to the exam. Exams will not be reopened, or due dates extended. During each "exam week" students will have until midnight to complete their exam. Please note the exam will close at midnight so the latest it can be started is 10 pm for the time.

Quizzes/Assignments:

There will be a total of 9 quizzes to be completed. The due dates for these will be on canvas. The lowest quiz grade will be dropped at the end of the semester. The quizzes will cover material covered that week and will also be helpful to use as study tool when exam time comes around.

Please note, **late** quiz grades will **not** be accepted. Students may still take the quizzes late for study material, but late quizzes will receive a zero. You will have two attempts on the quizzes with the highest quiz grade being your grade, the quizzes are also not timed.

Course grades will be assigned as follows:

- 90 – 100% = A
- 80 – 89% = B
- 70 – 79% = C
- 60 – 69% = D
- 0 – 59 % = F

Semester Break Down

*Dates are subject to change

Unit 1: The Constitution, Civil Liberties & Rights, Public Opinion, Media (Modules 1&2)

- Lecture videos
 - Module 1
 - Constitution and Federalism
 - Civil Liberties and Civil Rights
 - Module 2
 - Public Opinion
 - Media
- Readings
 - Chapter 1
 - Chapter 2
 - Chapter 9
- Assignments:
 - Quizzes: 1-3
 - Question of the Week:1-3
- **First Exam Due: May 15**

Unit 2: Congress, The Presidency and the Executive Branch, The Judiciary (Modules 3-5)

- Lecture Videos
 - Module 3
 - Congress
 - Module 4
 - Presidency and the Executive Branch
 - Module 5
 - Judicial Branch
- Readings

- Chapter 3
- Chapter 4
- Chapter 5
- Chapter 6
- Assignments:
 - Quizzes: 4-6
 - QOW: 4&5
- **Second Exam Due: May 22**

Unit 3: Political Parties, Interest Groups, Campaigns and Elections (Modules 6-8)

- Lecture Videos
 - Module 6
 - Political Parties and Interest Groups
 - Module 7
 - Campaign and Elections
 - Module 8
 - Domestic and Foreign Policy
- Readings
 - Chapter 7
 - Chapter 8
 - Chapter 10
 - Chapter 11
- Assignments:
 - Quizzes: 7-9
 - QOW: 6&7
- **Final Exam Due: May 28**

UT Tyler Rights and Responsibilities:

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.

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.

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.

1. "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.
1. “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.

1. 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
- UT Tyler Tutoring Center (903.565.5964), 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)