POLS 2305.001

Contact information:
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Email: wking@uttyler.edu
Office Hours: By appointment only.

Overview of Introduction to American Government:
An examination of the United States political system, including its intellectual foundations and the design of the Constitution. Includes study of the major institutional factors, the impact of interest groups and the media, and the processes of policy-making.

Method of Instruction:
The primary method of instruction will be instructor-led discussion lectures, which will be open-form style, with students expected to participate in a dialogue fashion. The outline of the textbook will serve as the basic outline of the course.

It is crucial that the student stay current with the reading and come prepared to class as there is a participation segment to the final grade.

Rules: 1) be on time, 2) read the material, 3) participate!

Required Readings:

Assignments & Grading:
Your grade in this course will be based on the following:

Exam #1: 20%
Exam #2: 20%
Exam #3: 20%
Final Exam: 25%
Class Attendance & Participation: 15%
There will be four examinations, including the final examination. All exams will be drawn from the material covered in lecture, your textbook, and additional/supplemental material and readings provided by the instructor.

Attendance & Participation: 15% of the student’s final grade will be based upon their level of participation and attendance in class. Unannounced, in-class participation assignments and quizzes will make up a portion of this grade.

Make up examination: Please see me if you miss an examination.

Extra-credit: any opportunities offered by the instructor will be offered to all students on an equal basis. Please do not ask for individualized extra credit opportunities.

Blackboard: This class will heavily utilize Blackboard. This is where course materials, some quizzes, and all grades will be posted. Please verify that this class is added to your Blackboard, if not, let me know as soon as possible.

Course Outline:

<table>
<thead>
<tr>
<th>DATE: 2014</th>
<th>DISCUSSION TOPIC &amp; READINGS</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 14</td>
<td>Introduction and definition of politics</td>
</tr>
<tr>
<td>January 16</td>
<td>Chapter 1, The Democratic Republic</td>
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<tr>
<td>January 21 &amp; 23</td>
<td>Chapter 2, The Constitution</td>
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<tr>
<td>January 28 &amp; 30</td>
<td>Chapter 3, Federalism</td>
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<tr>
<td>February 4 &amp; 7</td>
<td>Chapter 4, Civil Liberties</td>
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<tr>
<td>February 13, 2014</td>
<td>Exam #1</td>
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<tr>
<td>February 18 &amp; 20</td>
<td>Chapter 5, Civil Rights</td>
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<td>February 27</td>
<td>Chapter 7, Interest Groups</td>
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<tr>
<td>March 4</td>
<td>Chapter 8, Political Parties</td>
</tr>
<tr>
<td>March 6</td>
<td>Exam #2</td>
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<tr>
<td>March 11 &amp; 13</td>
<td>Spring Break - No Class</td>
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<tr>
<td>March 18 &amp; 20</td>
<td>Chapter 9, Campaigns, Elections, and the Media</td>
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<td>March 25 &amp; 27</td>
<td>Chapter 10, The Congress</td>
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<tr>
<td>April 1 &amp; 4</td>
<td>Chapter 11, The President</td>
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<tr>
<td>April 10</td>
<td>Exam #3</td>
</tr>
<tr>
<td>April 15 &amp; 17</td>
<td>Chapter 12, The Bureaucracy</td>
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*Please note that due to prior commitments, lecture will not be held on the following dates: February 11th, and February 25th. If I must cancel lecture for any reason, I will post a notice on Blackboard.

**POLICIES THAT MUST APPEAR IN EACH COURSE SYLLABUS**

The following University policies must appear on each course syllabus or be provided as an informational sheet (web-links to these policies may be used in the print or electronic syllabus) [http://www.uttyler.edu/academicaffairs/syllabuspolicies.pdf](http://www.uttyler.edu/academicaffairs/syllabuspolicies.pdf)

**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://www2.uttyler.edu/wellness/rightsresponsibilities.php](http://www2.uttyler.edu/wellness/rightsresponsibilities.php)

**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](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 that students need to be aware of. 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 Services**
In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychiatric disabilities. If you have a disability, including non-visible disabilities such as chronic diseases, learning disabilities, head injury, PTSD or ADHD, or you have a history of modifications or accommodations in a previous educational environment you are encouraged to contact the Student Accessibility and Resources office and schedule an interview with the Accessibility Case Manager/ADA Coordinator, Cynthia Lowery Staples. If you are unsure if the above criteria applies to you, but have questions or concerns please contact the SAR office. For more information or to set up an appointment please visit the
SAR office located in the University Center, Room 3150 or call 903.566.7079. You may also send an email to cstaples@uttyler.edu

**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.