

PSCI 2301.03W

COURSE SYLLABUS: Spring 2017

INSTRUCTOR INFORMATION

Instructor: Daniel T. Caldwell, MS

Office Location: Political Science Office

Office Hours: by appointment

University Email Address: Daniel.Caldwell@tamuc.edu

Communication Response Time: I most often respond to students M-F but will occasionally check e-mails on weekends. I **WILL NOT** be using the virtual office therefore e-mail is the best form of communication.

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required

We the People, Texas Edition – 9th edition ISBN: 978-0393124385

Course Description

United States and Texas Government: Institutions and Policies. Three semester hours. An examination of the United States and Texas political systems with emphasis on both formal and informal institutions and the roles they play in the creation and implementation of public policy. Topics considered include the legislative, executive, and judicial branches, bureaucracies and public policies (formulation and implementation).

Format:

The course will require reading of your textbook and occasional exams and discussions. There may also be videos to watch throughout the Spring semester.

There is no scheduled meeting time, as we will meet through ECollege. You will need to check your Week tabs to know what assignments to complete for the week.

Student Learning Outcomes:

Critical Thinking

1.) Students will be able to recognize their own position as being subjective, follow objectively the arguments of others, and interpret data. to propose solutions to problems or explain phenomena.

Communication

1) In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.

Personal Responsibility

1) Students will be able to understand their role in their own education. -DONE with contract Social Responsibility

1) Students will demonstrate awareness of societal and/or civic issues. (paper at end of course)

COURSE REQUIREMENTS

Each student will be expected to:

1. **Complete and engage in class discussions.** Students will log in during the open window for class discussions, make one initial post on the topic, then respond to 2 of their classmates' posts. Dates for discussion availability are on the last page of the syllabus.

2. **Critical Analysis**

Each student is required to complete 1 (One) critical analysis on selected additional readings. The list of additional readings can be found at the bottom of the course schedule. It is the student's responsibility to note the author's perspective, analyze the material, and report the relevance of the reading. See the critical analysis handout for further instructions. Each analysis should be 4-5 (Four - Five) typed pages with 1" margins, 12pt Times New Roman font.

3. **Students will take 2 timed multiple choice exams.** Take the exams on time, and if you will be unable to take the exam, notify me before your window closes.

Exam 1 covers chapters: All information up to Week 8

Exam 2 covers chapters: All information after Week 9

- 4. Respect the political opinions of your classmates, but do not be afraid to engage in discussion. Observe netiquette when working on an online discussion.**

GRADING

Final grades will be based on a 100-point scale, using the following letter/number conversion.

A= 90-100

B= 80-89

C= 70-79

D= 65-69

F= Below 65

Grades: Your grade in this course will be determined by the criteria listed below. Writing assignments will be announced during the course of the semester and the number of which may vary depending on the amount of class participation/discussion. The following scale will be used to determine your grade:

- Exam 1 = 25%

- Exam 2 = 25%

- Discussions = 25%

- Critical Analysis = 25%

*Papers submitted must be sent to Dropbox and be double-spaced, Times New Roman font with a size of 12pt.

* Exams will be online and must be completed by available window

Make Up Exams:

No Make Up Exams will be given during the course of the semester.

TECHNOLOGY REQUIREMENTS

- To fully participate in online courses you will need to use a current Flash enabled internet browser. For PC and Mac users the suggested browser is Mozilla Firefox.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
 - 512 MB of RAM, 1 GB or more preferred

- Broadband connection required courses are heavily video intensive
 - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
 - Sound card, which is usually integrated into your desktop or laptop computer
 - Speakers or headphones.
 - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
 - Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site http://www.java.com/en/download/manual.jsp](http://www.java.com/en/download/manual.jsp) (Opens in a new window)
 - Current anti-virus software must be installed and kept up to date.
 - Run a browser check through the Pearson LearningStudio Technical Requirements website. [Browser Check http://help.college.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browset](http://help.college.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browset) (Opens in a new window)

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
 - [Adobe Reader https://get.adobe.com/reader/](https://get.adobe.com/reader/) (Opens in a new window)
 - [Adobe Flash Player \(version 17 or later\) https://get.adobe.com/flashplayer/](https://get.adobe.com/flashplayer/) (Opens in a new window)

- [Adobe Shockwave Player](https://get.adobe.com/shockwave/) <https://get.adobe.com/shockwave/> (Opens in a new window)
- [Apple Quick Time](http://www.apple.com/quicktime/download/) <http://www.apple.com/quicktime/download/> (Opens in a new window)
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.
- For additional information about system requirements, please see: [System Requirements for LearningStudio](https://secure.ecollege.com/tamuc/index.learn?action=technical) <https://secure.ecollege.com/tamuc/index.learn?action=technical> (Opens in a new window)

ACCESS AND NAVIGATION

Pearson LearningStudio (eCollege) Access and Log in Information

This course will be facilitated using Pearson LearningStudio, the learning management system used by Texas A&M University-Commerce. To get started with the course, go to [myLeo](#) and from the top menu ribbon select eCollege. Then on the upper left side of the screen click on the My Courses tab. <http://www.tamuc.edu/myleo.aspx> (Opens in a new window)

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu. (Opens in a new window)

Note: It is strongly recommended you perform a “Browser Test” prior to the start of your course. To launch a browser test login to Pearson LearningStudio, click on the My Courses tab, and then select the Browser Test link under Support Services.

Pearson LearningStudio Student Technical Support

Texas A&M University-Commerce provides students technical support for the use of Pearson LearningStudio.

Technical assistance is available 24/7 (24 hours, 7 days a week).

If you experience LearningStudio (eCollege) technical problems, contact the LearningStudio helpdesk at 1-866-656-5511 (toll free) or visit [Pearson 24/7 Customer Support Site http://247support.custhelp.com/](http://247support.custhelp.com/) (Opens in a new window)

The student help desk may be reached in the following ways:

- **Chat Support:** Click on *'Live Support'* on the tool bar within your course to chat with a Pearson LearningStudio Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with Pearson LearningStudio Technical Support Representative.

Accessing Help from within Your Course: Click on the *'Tech Support'* icon on the upper left side of the screen inside the course. Then you will be able to get assistance via online chat or by phone.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

Policy for Reporting Problems with Pearson LearningStudio

Should students encounter Pearson LearningStudio based problems while submitting assignments/discussions/comments/exams, the following procedure must be followed:

1. Students must report the problem to the help desk. You may reach the helpdesk at 1-866-656-5511.
2. Students must file their problem with the helpdesk and obtain a helpdesk ticket number
3. Once a helpdesk ticket number is in your possession, students should email me to advise me of the problem and provide me with the helpdesk ticket number.
4. I will call the helpdesk to confirm your problem and follow up with you

PLEASE NOTE: Your personal computer and internet access problems are not a legitimate excuses for filing a ticket with the Pearson LearningStudio Help Desk. Only Pearson LearningStudio based problems are legitimate reasons to contact the Help Desk.

You strongly are encouraged to check for your internet browser compatibility **BEFORE** the course begins and take the Pearson LearningStudio tutorial offered for students who may require some extra assistance in navigating the Pearson LearningStudio platform.

myLeo Support

Your myLeo email address is required to send and receive all student correspondence. Please email helpdesk@tamuc.edu (Opens in a new window) or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at [myLeo. https://leo.tamuc.edu](https://leo.tamuc.edu) (Opens in a new window)

Learner Support

The [One Stop Shop](#) was created to serve you by providing as many resources as possible in one location.
<http://www.tamuc.edu/admissions/onestopshop/> (Opens in a new window)

The [Academic Success Center](#) provides academic resources to help you achieve academic success.
<http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/> (Opens in a new window)

FREE Mobile APPS

The Courses apps for phones have been adapted to support the tasks students can easily complete on a smaller device. Due to the smaller screen size course content is not presented.

The Courses app is free of charge. The mobile Courses Apps are designed and adapted for different devices.

	App Title:	iPhone – Pearson LearningStudio Courses for iPhone Android – LearningStudio Courses - Phone
	Operating System:	iPhone - OS 6 and above Android – Jelly Bean, Kitkat, and Lollipop OS
	iPhone App URL:	https://itunes.apple.com/us/app/pearson-learningstudio-courses/id977280011?mt=8 (Opens in a new window)
	Android App URL:	https://play.google.com/store/apps/details?id=com.pearson.lsphone (Opens in a new window)

Once downloaded, search for Texas A&M University-Commerce, and it should appear on the list. Then you will need to sign into the myLeo Mobile portal.

The Courses App for Android and iPhone contain the following feature set:

- View titles/code/Instructor of all Courses enrolled in online
- View and respond to all discussions in individual Courses
- View Instructor Announcements in individual Courses
- View Graded items, Grades and comments in individual Courses
- Grade to Date
- View Events (assignments) and Calendar in individual Courses
- View Activity Feed for all courses
- View course filters on activities

- View link to Privacy Policy
- Ability to Sign out
- Send Feedback

LearningStudio Notifications

Students can be alerted to course activities via text on their mobile phones or up to two email addresses.

Based on their preferences, students can automatically receive a push notification with every new: course announcement, threaded discussion post, grade, and/or assignment without having to login to the course. Enrolled students will automatically receive email notifications for announcements and can opt out of this feature. To receive text notifications, students must opt in.

To begin setting up notifications, go into your course in LearningStudio and click on the bell-shaped Notifications icon on the main menu ribbon.

By default the student's university email address will appear. This cannot be changed in LearningStudio. Additional email addresses may be added by clicking the Add button. After all of the other selections are completed be sure to click the Save and Finish button.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Slacker Clause

You will find, if you have not done so already, that taking university courses and making time for life within the context of work, family, and our other daily issues is difficult to manage. However, to that end a person must learn to effectively use their time for leisure, work, family, their issues, and also make room for their class assignments. In an effort to reinforce that idea, and ensure that you receive a quality learning experience in this course, **all assignments listed and that you receive during the time of this course must be completed. If you fail to complete one or more assignments, you will automatically fail this course.**

Plagiarism

All students will maintain the highest level of personal responsibility and academic honesty. Academic dishonesty affects all individuals at the University and accordingly will not be tolerated. For this class, academic dishonesty includes cheating, plagiarism, collusion and/or falsifying academic work. In particular, passing off work as your own that was written by someone else, without proper citation or attribution, on either exams or discussion assignments will be considered an act of plagiarism. This holds

true whether material comes from the textbook, another publication, an internet source, or another student.

Punishment for the first offense will range from failing the assignment to failing the entire course!

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf> (Opens in a new window)

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette http://www.albion.com/netiquette/corerules.html](http://www.albion.com/netiquette/corerules.html) (Opens in a new window)

TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#). (Opens in a new window)

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx> (Opens in a new window)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf> (Opens in a new window)

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#) (Opens in a new window)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf> (Opens in a new window)

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#) (Opens in a new window)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf> (Opens in a new window)

ADA Statement

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library- Room 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: Rebecca.Tuerk@tamuc.edu

Website: [Office of Student Disability Resources and Services](#) (Opens in a new window)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) (Opens in a new window) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf> (Opens in a new window)

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.