



WACO, TEXAS

**COURSE SYLLABUS
AND
INSTRUCTOR PLAN**

**FEDERAL GOVERNMENT
GOVT 2305_F83**

DR. ERIK EMBLEM

NOTE: This is an 8-week on-line course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

FEDERAL GOVERNMENT: FEDERAL CONSTITUTION & TOPICS

Course Description:

Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties and civil rights.

Prerequisites and/or Corequisites:

Prerequisite: Must have passed the reading portion of the TSI Assessment or have credit for INRW 0402. Semester Hours 3 (3 lecture).

Course Notes and Instructor Recommendations:

This is a reading intensive course. Please be prepared to spend at least six hours a week outside of class to complete your assignments and prepare for quizzes and exams. Your attendance and attention are expected in class.

Instructor Information:

Instructor Name: Dr. Erik S. Emblem, Ph.D.

MCC E-mail: eemblem@mclennan.edu

Office Phone Number: 299-8917 - Office Location: MAC 312

Office Hours: Tuesday and Thursday 10:15a to 11:15a or contact me through email to set up a zoom meeting time.

Required Text & Materials:

Title: *American Government: Institutions and Policies* (Connect)

Author: Patterson - 17th Edition

Publisher: Cengage

ISBN: 9780357459683

The cost of the e-textbook and "MindTap" is included in your tuition and fees.

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

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Methods of Teaching and Learning:

Reading, participation on the discussion board, and writing are the primary teaching methods in this class. Students will also learn through projects, video, and multimedia. Evaluations of learning may include exams, quizzes, and essays.

The course includes a textbook and other material that will be delivered via the Internet. Students are expected to read the daily reading assignments, view any lecture and or videos, complete the online assignments, respond to the Discussion Board (Db) assignments, write papers, and take the course exams. Students will earn points on each completed assignment. The total points earned during the semester will determine the student's final grade. More information about the grading system is provided later in the syllabus.

Since the course is constructed around online participation, the student must know how to use a computer, a Web browser, and email. The student must be able to create and save documents; send and receive electronic documents; have a general understanding of online technologies; and practice appropriate online behavior.

Email:

I require that you use your MCC email. When you email me (eemblem@mclennan.edu), please put your course and section number on the subject line (2305_F83). It is up to you to make sure that I am receiving your EMAILS and assignments. I will respond to your EMAIL within 24 hours during the week. I will respond to emails received after 5 p.m. (Central Time) on Fridays or during the weekend by the end of the following Monday. If I do not respond inside that time frame, assume that I did not receive your message and email me again or call me (254.299.8917).

Course Objectives and/or Competencies:

Courses in this category focus on consideration of the Constitution of the United States and the constitutions of the states, with special emphasis on that of Texas. Courses involve the analysis of governmental institutions, political behavior, civic engagement, and their political and philosophical foundations.

- **Critical Thinking Skills (CT):** “to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.”
- **Communication Skills (COMM):** “to include effective development, interpretation and expression of ideas through written, oral and visual communication.”

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- **Social Responsibility (SR):** “to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.”
- **Personal Responsibility (PR):** “to include the ability to connect choices, actions and consequences to ethical decision-making.”

Learning Outcome - Upon successful completion of this course, students will:

1. Explain the origin and development of constitutional democracy in the United States.
2. Demonstrate knowledge of the federal system.
3. Describe separation of powers and checks and balances in both theory and practice.
4. Demonstrate knowledge of the legislative, executive, and judicial branches of the federal government.
5. Evaluate the role of public opinion, interest groups, and political parties in the political system.
6. Analyze the election process.
7. Describe the rights and responsibilities of citizens
8. Analyze issues and policies in U.S. politics.

Course Outline or Schedule:

Below you will find a tentative calendar of subject matter covered in class. A more detailed subject and assignment schedule is available on Brightspace.

Week One – The Study of American Government and The Constitution (Chapters 1-2)

Week Two – Federalism, American Political Culture, Civil Liberties (Chapters 3-5)

Week Three – Civil Rights, Public Opinion, Political Participation (Chapters 6-8)

Exam One (LO 1-3)

Week Four – Political Parties, Elections & Campaigns, Interest Groups (Chapters 9-11)

Week Five: The Media, Congress, The Presidency (Chapters 12-14)

Exam Two (LO 5-7)

Week Six: The Bureaucracy, The Judiciary, Domestic Policy (Chapter 15-17)

Week Seven: Economic Policy, Foreign Policy, Then and Now (Chapters 18-20)

Week Eight: **Final Exam**

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Course Grading Information:

Grades:

4 Discussion Boards (600 pts) – I will post Four Db prompts throughout the semester. Each discussion is worth 150 points (90 points for response to the prompt and 60 points for responses to classmates) You are asked to post your well thought out response to each prompt as well as responses to at least five of your fellow students' posts (at least 6 posts per prompt). Your posts must show familiarity with the subject addressed in the prompt and appropriate analysis and criticism. Simple statements such as, "I agree" or "You're right" are not sufficient. In addition, please do not use "text-speak" such as LOL, SMH, etc. Students who do an excellent job of contributing will receive more points. Students whose contributions are less than excellent will receive fewer points. Students who do not provide all 6 postings will lose significant points regardless of their content. Discussion boards may not be made-up after they close.

20 MindTap Chapter Assignments (1100) – You will complete twenty MindTap chapter assignments. Each chapter assignment is worth 55 points. These are online assignments. A link to the MindTap assignments is available on the content page of Brightspace. In most weeks you will have three chapter assignments to complete by the given due dates.

1 Essay (300 pts) – You will complete one analytical writing assignment. Critical thinking, original thought, and good writing are expected.

3 Exams (500 pts) – I will administer three online exams. The first two exams are worth 150 points each. The final exam is worth 200 points. Each exam covers material presented in the text book.

Grade Distribution (on the MCC grade scale):

2500 – 2250 points = A

2249 – 2000 points = B

1999 – 1750 points = C

1749 – 1500 points = D

1499 -- 0 points = F

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I have zero tolerance for plagiarism and/or cheating. I will apply an automatic 0 points to any quiz, test, or exam upon which there is cheating, and all plagiarized material will receive 0 points.

Late Work, Attendance, and Make Up Work Policies:

I will penalize late work. Unless I have previously granted permission to turn the assignment in late or receive a document from a doctor validating an illness that caused the absence or prevented you from turning the assignment in to me on time, I will penalize the assignments in the following manner:

- Papers turned in within 24 hours of the due date/time, will receive a 15% penalty
- Papers turned in after 24 hours of the assigned time will receive a 35% penalty
- It is acceptable to submit a paper before the day it is due.

Time: All times listed are **Central Time**.

Participation is a must. I may allot extra credit points for exemplary participation and effort. **Students are required to take all exams on the scheduled dates.** However, if an exam must be missed, the student must contact me in advance with a legitimate reason and appropriate documentation. In exceptional situations, I will provide an altered make-up exam. **I rarely allow for make-up of Mind Tap activities** (please contact me early if you are having technical difficulties).

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity. All students are responsible for their own conduct in class and must adhere to the General Conduct Policy located in the college handbook. If a student violates the standards expressed in the student handbook, I may dismiss the student from the class.

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TurnItIn:

Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted papers will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of Turnitin.com page service is subject to the Usage Policy and Privacy Pledge posted on the Turnitin.com site.

*** Click Here for the MCC Attendance/Absences Policy**

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have guidelines specific to this course.

Online Attendance

You may be dropped from this class after not participating in two consecutive Discussion Prompts (Db) and/or missing two weeks of Mind Tap activities. If you need to drop this class for any reason, please contact the instructor.

You must contact me via email by Friday, October 21, 2022, to let me know that you are intending to engage with the class this semester.

Students will be permitted to make up exams missed due to (1) authorized participation in official College functions, (2) significant personal illness, (3) an illness or a death in the immediate family, or (4) the observance of a religious holy day. The instructor has the prerogative to determine whether a student may make up work missed due to other reasons. The student is responsible to inform the instructor of the reason for an absence and to do so in a timely fashion.

*** *You will need to access each link separately through your Web browser (for example: Mozilla Firefox, Chrome, Microsoft Edge or Safari) to print each link's information.***

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ACADEMIC RESOURCES/POLICIES

Accommodations/ADA Statement:

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit <https://www.mclennan.edu/disability/>.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

Title IX:

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <https://www.lighthouse-services.com/mclennan/incidentLandingPageV2-MCC.asp>.

Go to McLennan's Title IX webpage at <https://www.mclennan.edu/titleix/>. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you

or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>.

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

MCC Academic Integrity Statement:

Go to <https://www.mclennan.edu/academic-integrity/> for information about academic integrity, dishonesty, and cheating.

Minimum System Requirements to Utilize MCC's D2L|Brightspace:

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Email Policy:

McLennan Community College would like to remind you of the policy regarding college email, which can be found at <https://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to <https://www.mclennan.edu/student-email/>.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

Forwarding Emails:

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email helpdesk@mclennan.edu.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.