

**McLennan**  
C O M M U N I T Y  
**C O L L E G E**

WACO, TEXAS

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**COURSE SYLLABUS**

**AND**

**INSTRUCTOR PLAN**

**TEXAS GOVERNMENT**

**GOVT. 2306 – SECTION: F80**

**PROFESSOR GLADDEN**

**NOTE: This is a 8-Week Online 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.

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**Course Description:**

Origin and development of the Texas constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas.

**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:**

Sophomore standing or completion of HIST 1301 and 1302 recommended, but not required. This course will be taught as indicated in the MCC Course Catalog. Therefore, you do not have to have any prior knowledge of government. This course may be taken before or after GOVT 2305. Students are expected to have computer knowledge and skills in order to be successful in this course.

**Instructor Information:**

Instructor Name: Mrs. Felicia L. Gladden

MCC E-mail: fgladden@mclennan.edu

Office Phone Number: (254) 299-8902

Office Location: MAC 230

Office/Teacher Conference Hours: Monday & Wednesday 11:00 am -1:00 pm

Tuesday & Thursday 10:00 am -11:00 am Other Instruction Information: (Contact via e-mail to schedule a meeting.) MCC E-mail Preferred. Give the Professor 24 to 48 hours to respond to emails.

**Required Text & Materials:**

Title: *Texas Politics Today*

Author: Mark P. Jones, Ernest Crain, Morhea Lynn Davis, Christopher Wlezein, Elizabeth Flores  
Edition: 19<sup>th</sup>

Publisher: Cengage

ISBN: 9780357894927

**This is an inclusive class, so the text book is available once registered and paid for the course. Electronic Book Login can be found in Brightspace.**

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

**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.

- 1) Mozilla Firefox- A Free Web browser: [www.mozilla.org/en-US/firefox/new/](http://www.mozilla.org/en-US/firefox/new/)

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- 2) Microsoft Office: Word & PowerPoint (free @ <http://www.mclennan.edu/tech-support/software>)
- 3) Telephone- Information Systems and Services Help Desk @ (254) 299-8077
- 4) E-mail- Information Systems and Services Help Desk at [helpdesk@mclennan.edu](mailto:helpdesk@mclennan.edu)
- 5) Tech Support: <http://www.mclennan.edu/tech-support/>
- 6) MCC Library: <http://www.mclennan.edu/library>

**Methods of Teaching and Learning:**

**Basic Course Structure:** This course is organized into units which contains quizzes, exams, and research reports.

**Getting Started Quiz:** Your first graded assignment is an Orientation Quiz over the course-unlimited attempts before the deadline.

**Homework Q & A:** Informal discussions about assignments, government and political topics. These are student-led conversations to practice political exploration and analysis.

**Quizzes:** The quizzes correspond with each chapter and the related material; all 12 are required. You may attempt each as many times as you would like and your highest score will be recorded. Each quiz is worth 20 points for a total of 240 points.

**Exams:** A total of four exams will be administered and completed online. Each exam is worth 50 points for a total of 200 points. The format is multiple-choice, based on the readings, videos, discussions, quizzes, and research reports. All exams are mandatory.

- **Exams require Respondus Lockdown Browser and require a webcam for Respondus Monitor. This browser and a webcam are only needed for examinations.**

**Research Reports:** Blueprint Research- worth 100 points- reports must be a **MINIMUM OF 2 PAGES** long (2 pages are not the maximum- you're free to write more than 2 pages). Each report is worth 100 points.

- **Report Font is 12 inches/ Times New Roman, 1½ spacing, and 1-inch margins.**

**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.

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- **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.”
- **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.”

**Upon successful completion of this course, students will be able to effectivity use their Creativity, Collaboration, Critical Thinking, and Communication Skills.**

1. Explain the origin and development of the Texas constitution.
2. Describe state and local political systems and their relationship with the federal government.
3. Describe separation of powers and checks and balances in both theory and practice in Texas.
4. Demonstrate knowledge of the legislative, executive, and judicial branches of Texas government.
5. Evaluate the role of public opinion, interest groups, and political parties in Texas.
6. Analyze the state and local election process.
7. Identify the rights and responsibilities of citizens.
8. Analyze issues, policies and political culture of Texas.

**Course Outline or Schedule:**

This course outline is subject to change. The instructor will notify students during class and will make class announcements on *D2L|Brightspace*. Students are responsible for staying up-to-date on class changes.

**Assignments Accessibility**

All assignments (quizzes, exams, and report submissions) **WILL NOT** be accessible a week after their due date.

Course Schedule			
Class Dates	Book Readings	Quizzes & Unit Exams	Research Report
Lesson 01	Syllabus, Course Orientation Chapters 01 Texas Political Culture and Diversity	Orientation Quiz & Chapter 01 Quiz	

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Lesson 02	Chapters 02 Texas in the Federal System	Chapter 02 Quiz	
Lesson 03	Chapters 03 The Texas Constitution in Perspective	Chapter 03 Quiz & <b>Unit Exam 01</b> <b>Respondus Lockdown</b> <b>Browser</b>	<b>Research Report Due/ MLA Style (At-least/ Minimum 2 Pages)</b>
Lesson 04	Chapters 04 Voting and Elections	Chapter 04 Quiz	
Lesson 05	Chapters 05 Political Parties	Chapter 05 Quiz	
Lesson 06	Chapters 06 Interest Groups	Chapter 06 Quiz & <b>Unit Exam 02</b> <b>Respondus Lockdown</b> <b>Browser</b>	<b>Research Report Due/ MLA Style (At-least/ Minimum 2 Pages)</b>
Lesson 07	Chapters 07 The Legislature	Chapter 07 Quiz	
Lesson 08	Chapters 08 The Executive	Chapter 08 Quiz	
Lesson 09	Chapters 09 The Judiciary	Chapter 09 Quiz & <b>Unit Exam 03</b> <b>Respondus Lockdown</b> <b>Browser</b>	<b>Research Report Due/ MLA Style (At-least/ Minimum 2 Pages)</b>
Lesson 10	Chapters 10 Law, Due Process, and Criminal Justice Policy	Chapter 10 Quiz	
Lesson 11	Chapters 11 Local Government	Chapter 11 Quiz	

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Lesson 12	Chapters 12 Public Policy in Texas	Chapter 12 Quiz & <b>Unite Exam 04</b> <b>Respondus Lockdown</b> <b>Browser</b>	<b>Research Report</b> <b>Due/ With Citation</b> <b>(At-least/ Minimum</b> <b>2 Pages)</b>

**Course Grading Information:**

All GOVT classes will use a standardized assessment which will measure the four specified CORE Student Learning Objectives of Critical Thinking, Communication, Social Responsibility and Personal Responsibility and the ACGM listed student learning outcomes.

Grading criteria for the assignments in the Course Introduction Unit appear below. The instructor has designed various assessments, but all GOVT classes will use a standardized assessment which will measure the four specified CORE Student Learning Objectives of: Critical Thinking, Communication, Social Responsibility, Personal Responsibility, and the ACGM listed student learning outcomes.

**Assignments Accessibility**

All assignments (quizzes, exams, and report submissions) **WILL NOT** be accessible a week after their due date.

**Grading Scale**

**A = 900-1,000**  
**F = 599 or less**

**B = 800-899**

**C = 700-799**

**D = 600-699**

**W = as appropriate I = as appropriate**

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Texas Government Grading Scale Breakdown Scale 1,000 Points	
Assignments	Points
<b>Orientation Quiz</b>	<b>20</b>
The Course Orientation Quiz contains 20 questions worth 4 points each. Therefore the quiz is worth 80 points- on how this course operates. The quiz can be taken unlimited times with no time constraints. The highest score will be submitted into the grade book. You must complete the Course Orientation Quiz before you start Chapter 1.	
<b>Attendance</b>	<b>80</b>
Attendance is taken on a Weekly Basis, by the student completing at-least one assignment. If a student doesn't complete an assessment everyweek by Sunday at 11:30 p.m., then the student is considered to be absent for that week.	
<b>Blueprint Research Assignments (4 Reports)</b>	<b>400</b>
Contains 4 report papers (at-least 2 pages long with Work Cited page/ Work Cited page is not counted within the 2 pages) worth 100 points each. Use college level English with correct grammar, usage, and mechanics. Spelling and punctuation count.  Each report is due after the completion of each unit- there are 4 units. Brightspace Turn-It-In, plagiarism software will be used. Do not plagiarize your work or you will receive a "0".	
<b>Blueprint Final Recorded Video Presentation</b>	<b>60</b>
Create a presentation summarizing your Blueprint Research.	
<b>Chapter Quizzes (12 Quizzes- 10 questions each)</b>	<b>240</b>
Each quiz contains 10 questions worth 2 points each. Therefore each quiz is worth 20 points. Ten questions are chosen randomly. Each quiz can be taken unlimited times within a 15 minute period. The highest score will be submitted into the grade book. The course contains 12 Chapter Quizzes. Students must complete a Chapter Quiz after each chapter read. Students will not be allowed to move forward to the next chapter until the pervious Chapter Quiz is completed.	
<b>Examinations (4 Exams- 25 question each- 1<sup>st</sup> Exam/ Double Highest Score)</b>	<b>200</b>
Students can use handwritten/ typed notes (no books, professor PowerPoint slides, cellphone, tablets, search engines, or mobile devices can be used as aids). Due to limited space and time constrains, exams taken in the Testing Center are only allowed a Maximum of Three (3) attempts. Each exam contains 25 questions worth 2 points	

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<p>each. Therefore each exam is worth <b>50</b> points. Each exam is a random selection of questions. Students have unlimited times to take each exam within a 45 minute period. The highest score will be submitted into the grade book. Student must complete all Chapter Quizzes before you will be allowed to start each Unit Exam.</p> <p>Exams require that you use the <b>Respondus Lockdown Browser</b> and require a webcam for Respondus Monitor. This browser and a webcam are only needed for examinations.</p>	
Exam 01: Chapters 01 – 02 ( <b>1<sup>st</sup> Exam/ Double Highest Score</b> )	50
Exam 02: Chapters 03 - 05	50
Exam 03: Chapters 06 - 08	50
Exam 04: Chapters 09 - 11	50
<i><b>Each Unit will close a week after it's intended due date. Students will not have access to any of the Unit contents a week after the due date- unless it is the last unit and it will be closed the last day of class.</b></i>	

### **Cheating and Plagiarism**

Consider yourself as having been notified that **cheating (on exams)** and **plagiarism (on research reports)** will **NOT** be tolerated under any circumstances. If this becomes an issue, you will receive a **“0”** for the assignment and an **“F”** in the course and the appropriate administrators associated with MCC will be notified. Please do not let this happen, just do your own work. Who knows, you might actually learn something in the process!

- **CHEATING:** To deceive, influence by fraud, to violate rules or regulations.  
To take an examination or test in a dishonest way, as by improper access to answers.
- **PLAGIARISM:** An act or instance of using or closely imitating the language and thoughts of another author without authorization and the representation of that author's work as one's own, as by not crediting the original author.  
A piece of writing or other work reflecting such unauthorized use or imitation (synonyms: appropriation, infringement, piracy, counterfeiting; theft, borrowing, cribbing, passing off)
- **TIMELINE:** If you so happen to find a timeline on your particular subject matter/ issue report, do not copy it, only use it as a guide and research key events.

### **Late Work, Attendance, and Make Up Work Policies:**

#### **Late Work Policy**



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All deliverables (reports) are due on the date specified through **Brightspace Turn-It-In**. All assignments (quizzes, exams, and report submissions) **WILL NOT** be accessible a week after their due date.

The professor needs all reports submitted in a digital form via Brightspace. Reports must be submitted on Brightspace under **Research Reports**. Once students upload their reports, Brightspace automatically does a plagiarism scan over the entire paper- called Turn-It-In. **Student must upload a Word Document (not PDF File)** when a unit is completed and is due before **11:30 p.m- on the given due date**.

All documents that are submitted late on Brightspace will receive a reduction of **“5 POINTS REDUCTION”**. A 5 point reduction will continue for every day that the paper is late. A document is late after the due date and time. Submit your papers from your personal Brightspace account; do not use the account of another student.

#### **Assignments Accessibility**

All assignments (quizzes, exams, and report submissions) **WILL NOT** be accessible a week after their due date. Each Unit will close a week after it's intended due date. Students will not have access to any of the Unit contents a week after the due date.

#### **Attendance Policy**

Attendance is taken on a Weekly Bases, by the student completing at least one assignment. If a student doesn't complete an assessment by Sunday Night at 11:30 p.m., then the student is considered to be absent for that week.

For whatever reason that the student is absent, he/she will receive an **“0”** as their attendance grade for that week, via MCC's Attendance Policy. Not attending and participating in daily class Discussion Boards could result in a student's grade dropping an entire letter grade or even being dropped from the Online Course.

#### **Make Up Work Policy**

All assignments (quizzes, exams, and report submissions) **WILL NOT** be accessible a week after their due date. Each Unit will close a week after it's intended due date. Students will not have access to any of the Unit contents a week after the due date- except the lessons in the last Unit. If the student is not satisfied with their quiz or exam grade, he/she **Can Retake** the quiz/exam in order to obtain a better grade- within the assessment time frame. All assignments (quizzes, exams, and report submissions) **WILL NOT** be accessible a week after their due date- except lessons in the last Unit.

The professor needs all reports submitted in a digital form via Brightspace. Reports must be submitted on Brightspace under **Research Reports**. Once students upload their reports, Brightspace automatically does a plagiarism scan over the entire paper- called Turn-It-In.

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**Student must upload a Word Document (not PDF File)** when a unit is completed and is due before **11:30 p.m.- on the given due date.**

All documents that are submitted late on Brightspace will receive a reduction of **“5 POINTS REDUCTION”**. A 5-point reduction will continue for every day that the paper is late. A document is late after the due date and time. Submit your papers from your personal Brightspace account; do not use the account of another student.

**Extra Credit Policy**

In the Online Course Texas Government 2306, there are **NO EXTRA CREDIT POINTS**. Because, students can use open book, open notes, open internet, and etc. for quizzes and research reports. Students are also allowed to use their own notes on all exams. These elements allow for an equal playing field to ensure the best possible outcomes for all students.

**Student Behavioral Expectations or Conduct Policy:**

Students are expected to maintain Class and Discussion Board 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. There are several classroom and Discussion Board policies regarding behavior in a college course that students should be aware of before proceeding with this class. First, all students should treat the instructor, as well as other students, with respect. Secondly, students should use complete sentences when communicating and on deliverables. Building proper writing skills is something that students should constantly be undertaking in any academic course. As a result, students should not use slang, abbreviations, etc. when writing or communicating in class. On a similar note, students should not write with “text message” styles of writing either. For example, do not use “u” when you mean “you”. Similarly, students should not use all lower-case letters or all capital letters. Write as you would if this were an essay for an English class. Finally, students who have complaints about others' disruptive behavior should first talk to the professor about the problem. I will then speak with the disruptive student privately. Then, if the problem(s) persist, other actions will be taken at the discretion of the professor. If the professor can't solve the problem with the disruptive student, then the Division Director of Social Sciences will be contacted immediately. The potential sanctions for persons who disrupt class or their fellow students include (but are not limited to) moving you to a different section, dropping you from the course entirely, to giving you an "F" for the course, at the instructor's discretion. So, please don't interrupt others!

**[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)**

**(<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 additional guidelines specific to this course.

# McLennan

C O M M U N I T Y

## COLLEGE

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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 [www.mclennan.edu/disability](http://www.mclennan.edu/disability).

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

[disabilities@mclennan.edu](mailto: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](mailto: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 <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at [www.mclennan.edu/titleix/](http://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](mailto: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](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to [www.mclennan.edu/academic-integrity](http://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 (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. 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.

**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](mailto:Helpdesk@mclennan.edu) for help.

**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.

**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.