Instructor Information

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Office Hours: Monday/Thursday 7:30 – 8 am; 11 – 12 pm  
Tuesday 7:30 – 8 am  
Wednesday 7:30 – 8 am; 11 am – 3 pm  
Friday 8 – 10 am by appointment only

Textbook Information

By Maxwell, Crain, and Santos  

Course Information

Course Description:

Texas Government: A study of the Texas Constitution and government emphasizing political institutions including: political parties, interest groups, the legislature, the governor, the bureaucracy, the judiciary, and local government..  
Credits: 3 SCH

Course Format:

Lecture/online  A TC supplemental course site has been created for this class. You can access this course by logging in to the following page: https://campus.texarkanacollege.edu . You must create your Texarkana College email account if you have not already done so. If you have difficulties with the web site, contact support@texarkanacollege.edu or call: 1-866-614-5008. If you have to leave a message, be sure to leave good contact information so that help can reach you.
**Course Schedule:** January 21 – May 17, 2014

**Location:** Texarkana College Online Web Site

**Texarkana College Online:**

A TC Online course site has been created for this class. You can access this course by logging in to the following page: https://campus.texarkanacollege.edu. Be sure that you follow the instructions listed under "Getting Started with Your Online Course". You must create your Texarkana College email account if you have not already done so. If you have difficulties with the web site, contact support@texarkanacollege.edu or call: 1-866-614-5008. If you have to leave a message, be sure to leave good contact information so that help can reach you.

Computer difficulties are not an excuse for non-participation. You are solely responsible for being able to keep up in the course with a computer that is in good working condition and connected to the internet (high speed connection is the best). Do not wait until the last minute to complete assignments. Something might go wrong.

**TC Online Outages:** TC does its best to keep our Internet classrooms up and running. If there happens to be a problem with our server, we will notify you and make adjustments.

**Technical Assistance:** If you have any difficulties setting up your Texarkana College Online account and logging in to the class, contact me or contact the help number listed on the main page of Texarkana College Online.

**Pre-requisites:** Successful completion of the reading portion of the TSI Exam.

**Supplies:** *You should not need anything other than your textbook and Internet access.*
Student Learning Outcomes for the Course

This course is designed to increase students’ interest and knowledge of how state and local governments operate. After completing this course, students should be able to:

**Learning Outcome # 1:** The student will understand the history and political culture of Texas and be familiar with current population data.

**Learning Outcome # 2:** The student will understand the foundations, development, and features of the Texas Constitution of 1876 and how it compares to the United States Constitution.

**Learning Outcome # 3:** The student will understand the types of elections, the voting process, and campaigns in Texas.

**Learning Outcome # 4:** The student will be able to discuss how political parties and interest groups connect people to Texas government.

**Learning Outcome # 5:** The student will be able to describe the structure and function of the three branches of government in Texas.

**Learning Outcome # 6:** The student will understand the structure, functions, and operations of the institutions of local government in Texas.

Student Assessment

- 7 Forum Posts (50 points each) - 350 total points
- 7 Unit Exams (100 points each) - 700 total points
- Final Exam - 100 total points

**1150 total points**

Grading Scale

- A 90-100
- B 80-89
- C 70-79
- D 60-69
- F 59-below
## Course Schedule

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<th>UNIT &amp; MATERIAL COVERED</th>
<th>DATES</th>
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<td>Course Information</td>
<td>Course Requirements Comprehension Exam Due by midnight, January 26</td>
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<tr>
<td><strong>Unit 1: Prologue/CH 1 – 3</strong></td>
<td>January 21 – February 9</td>
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<td>Forum Post</td>
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<td>Unit 1 Exam by midnight February 9</td>
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<td><strong>Unit 2: Chapters 4 - 6</strong></td>
<td>February 10 – March 9</td>
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<td>Forum Post</td>
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<td>Forum Response by midnight March 2</td>
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<td>Unit 2 Exam by midnight March 9</td>
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<td><strong>Unit 3: Chapters 7 and 8</strong></td>
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<td>Unit 3 Exam by midnight March 30</td>
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<td><strong>Unit 4: Chapters 9 &amp; 10</strong></td>
<td>March 31 – April 13</td>
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<td>Forum Post</td>
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<td>Forum Post</td>
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<td><strong>Unit 6: Chapter 13</strong></td>
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<td>Unit 6 Exam by midnight May 4</td>
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<td><strong>Unit 7: Chapter 14</strong></td>
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<td>Unit 7 Exam by midnight May 11</td>
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<tr>
<td><strong>Comprehensive Final Exam</strong></td>
<td>Comprehensive Final Exam must be taken in TC Testing Center anytime between Monday, May 12 and Wednesday, May 14</td>
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<td><em>Check Testing Center hours BEFORE taking your exam</em></td>
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### Syllabus Changes:

As your instructor, I retain the right to make changes based on the time line of the class, feedback from learners and/or logistical issues and will inform you as soon as a change is made.
Responsibilities and Policies

Student Responsibilities:

- Students are expected to be familiar with navigating the Texarkana College Online Web Site located at https://campus.texarkanacollege.edu
- You are an adult learner and as such you are responsible for your own learning. No one else can be a "stand in" for you in the learning process. You will be held accountable for all assigned activities. I do not take late work or give extra credit.
- Academic Integrity is an expectation in all Texarkana College classes. Plagiarism, cheating and collusion are prohibited at Texarkana College. Plagiarism is defined as passing of another person’s work as your own. Students who fail to observe these standards are subject to disciplinary action. TC has a strong policy on Academic Misconduct which is published in the TC catalog. This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites. If you are caught cheating in this class, you will be dropped with an "F". Students are furnished this information during Freshman Orientation. If you do not have a copy of the TC Student handbook, you may view the online version by clicking on this link: TC Student Handbook.

Instructor Responsibilities:

- As your instructor, I commit to communicating openly and frequently with you about this class. I will maintain a professional, safe learning environment adhering to the policies of the college. You can expect a reply to communication, be it via e-mail, through online discussions, or voice mail, within 24-48 business hours. If you post something on the weekend, it will probably be Monday before I respond.

Withdrawal Policy:

- If a situation arises that prevents the successful completion of this course, please note that it is each student's responsibility to formally withdraw from this course. If you fail to drop by Friday, August 9, 2013, you could easily end up with an “F” in the course if you have quit working on your assignments.

Attendance Policy:

- Absence in an online course is defined as the lack of an active post or submission within the course including discussion board/forum posts, written assignments, and exams. This standard will be used to determine all absentee issues, including but not limited to, 12th Day Census Reports, last date of attendance, and involuntary withdrawal from a course due to absences. All online students must complete an Enrollment Verification activity within the first week of class (activity depends upon the professor); otherwise the professor may drop the student for not having attended. Students must complete at least one activity in their online class per week. Each week in which a student does not complete an activity will be counted as an absence. **Maximum allowable absences for online classes are TWO per semester.** THREE absences will result in a student being dropped from this course and/or receive a grade of “F.” This is not the only (or even the major) reason you should complete weekly assignments conscientiously.
Make-up Policy

- I do not take late work or give extra credit.

Academic Integrity Statement

- Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an “F”.
- This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Student Handbook at https://texarkanacollege.edu.

Disability Act Statement

- Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Larry Andrews at 903.823.3283, or go by the Recruitment, Advisement, and Retention Department located in the Administration building for personal assistance.
- If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. It is best to request these changes at the beginning if not before the start of class so there is ample time to make the accommodations.

Financial Aid

- Attention! Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

Other Important Online Course Policies

- Email: When you email me always be sure to include your first and last name and the course in which you are enrolled. I have several different Internet classes this session and it will help me get an answer to you faster.