Instructor Information:
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Email: dawna.montanelli@texarkanacollege.edu

(When sending an email, please be sure to include the course information, your first and last name. For example: GOVT 2305 John Smith)

Office Hours: MON TUE WED THUR FRI
7:30-8:00 7:30-8:00 7:30-8:00 7:30-8:00 8:00-10:00
11:00-12:00 9:30-11:30 11:00-12:00 9:30-11:30

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:
Classroom Lecture and Online: You can access this course by logging in to the following page: https://tconline.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: August 24 – December 16, 2015

Location: Social Sciences Building, Classroom #6 / TC Online website

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

Textbook Information:

Texas Politics Today:
By Maxwell, Crain, and Santos

Supplies: You should not need anything other than your textbook, portfolio packet, and Internet access.
GOVT 2306: Texas Government
Dawna J. Montanelli, Associate Professor
Civic Portfolio Course Packet
(lecture classes only)
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://tconline.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.

State Learning Outcomes for the Course

Upon successful completion of this course, students will:

1. Explain the origin and development of the Texas constitution.
2. Demonstrate an understanding of 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. Describe the rights and responsibilities of citizens.
8. Analyze issues, policies, and political culture of Texas.

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

Student Inquiry: 100 points
Civic Awareness Project: 200 total points
7 Unit Exams (100 points each): 700 total points
Comprehensive Final Exam: 100 points
1100 total points

Grading Scale

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

Student Activities/Assignments:

Student Inquiry: This assignment is designed to help you devise concrete, incremental, and achievable academic goals. The answers you provide will help me hold you accountable for your academic success in this class. The completed student inquiry is worth 100 points.

Civic Awareness Portfolio: This assignment consists of worksheets and community involvement activities to increase your awareness of your worth in the democratic process and will also help you meet your academic success goal in this course. The completed portfolio is worth 200 points.

Unit Exams: These tests will consist of 40 – 50 multiple choice questions over the chapter(s) covered in the unit. Each unit exam is worth 100 points.

Comprehensive Final Exam: Your final exam will be comprehensive. It covers the learning objectives listed for the entire course. This is a 100-question multiple choice exam worth 100 points.
# Course Schedule

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<th>UNIT &amp; MATERIAL COVERED</th>
<th>DATES</th>
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<tr>
<td>Unit One: Prologue, CH 1–3</td>
<td>August 24 – September 20</td>
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<td><strong>Student Inquiry</strong></td>
<td>August 31 (MW) / September 1 (TR)</td>
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<td><strong>Unit One Exam</strong></td>
<td>September 20</td>
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<td>Unit Two: Chapters 4 - 6</td>
<td>September 21 – October 11</td>
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<td><strong>Unit Two Exam</strong></td>
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<td>Unit Three: Chapter 7</td>
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<td><em>Mid Semester</em></td>
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<td><strong>Unit Three Exam</strong></td>
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<td>Unit Four: Chapter 8</td>
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<td>Unit Five: Chapters 9 &amp; 10</td>
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<td><em>Last Day to Drop with a “W”</em></td>
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<td><strong>Unit Five Exam</strong></td>
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<td><em>Thanksgiving Holiday</em></td>
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<td>Unit Six: Chapter 11</td>
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<td><strong>Unit Six Exam</strong></td>
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<td>Unit Seven: Chapter 12</td>
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<td><strong>Civic Awareness Portfolio</strong></td>
<td>December 9 (MW) / December 10 (TR)</td>
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<tr>
<td><strong>Unit Seven Exam</strong></td>
<td>December 13</td>
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<tr>
<td><strong>Comprehensive Final Exam</strong></td>
<td>Wednesday, December 16(^{th}) MW 8 – 10 am</td>
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<td></td>
<td>TR 10:30 am – 12:30 pm</td>
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<tr>
<td><strong>Fall Commencement</strong></td>
<td>December 17</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://tconline.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. 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.

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, November 13, 2015, 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 semester classes are FOUR per semester. FIVE 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 make no exceptions for missed assignments. All assignments are due by the date indicated in the course syllabus. Failure to submit an assignment as stated will result in a “0” for the assignment.
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 903-823-3349, 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.

Classroom Policies:

Your college experience is not just about passing classes, but preparing for a career in the professional world. An employer wants to see a degree or certificate, not because they necessarily are concerned with your knowledge of the War of 1812, but that you have proven endurance, organizational skills, and etiquette required to be a productive citizen and a valuable member of your organization. The following list provides not only a useful set of rules for class conduct, but more importantly lays groundwork for furthering the professional skill set.

The professional skill set includes being prepared, organized, operating on schedule, conducting one’s self professionally and cordially, working with others and working independently, meeting new challenges, and perhaps most importantly, blaming yourself for your failures and recognizing others for your successes. Successful people have a mindset that reminds them that everything you do and most of what happens to you are a result of your choices. We all have unfortunate circumstances, but it is how we handle these problems that set us apart from those who are not successful in the professional world.

My classroom policy, then, is structured with these hidden rules of the professional culture in mind:

• While drinks with lids are acceptable, please do not eat in class. Eating should be done before or after class. If you have no other time to eat than in class, you have done a poor job of creating your daily schedule. Do not pass your mistake on to us.

• Today’s professional world expects everyone to be well versed in device usage. While I would prefer no cell phone usage during class (and NEVER for talking or texting), limited usage for class purposes such as recording lectures, ebook reading, taking photos of notes, etc. is permissible as long as they are not distracting to myself or other students. The same guidelines apply to tablets or laptops. Make sure your phone does not ring in class. If a student is caught text-messaging in class, the student will be dropped from the class. If a student’s cell phone rings in class, the student will receive a warning and will be dropped from class after the second offense.
•There will be a zero tolerance policy for any behavior that is disruptive of classroom learning. This includes use of vulgar language or rude behavior toward instructor or any other student in the class.

•Remember, an emergency on your part does not necessarily constitute one on mine. Cars that do not start, children who are sick, a change of work schedule, an inability to wake up in the morning, not having materials for class, a failure to understand the final exam schedule and other similar problems should not be brought into my classroom. If you need exceptions or adjustments, please see me during office hours or schedule an appointment.

•Class begins promptly. Class may not begin with my lecture, but it is your responsibility to arrive before or at start of class. Remember, you choose your schedule. Walking into class during lecture is a major distraction. What happens is you are declaring to the world that your inability to arrive on time is more important than the instructor and a room full of other people. Tardiness is unacceptable. Therefore, the classroom door will be locked upon my entry. Please do not embarrass yourself further by knocking.

•Present means you are alert, prepared, and participating. If you fall asleep in a business meeting, I would expect you to be written up or fired at your job. It is also distracting, disrespectful, and counterproductive. If you are going to sleep, stay at home. If you sleep in class, I may ask you to leave and will mark you absent for the day.

•Students should make arrangements with the instructor in advance if they need to leave class before dismissal. However, these should be rare occurrences. School should always be at or near the top of your priority list and rarely should other things override class time.

•The courses I teach deal almost exclusively with the two most potentially volatile subjects known to humankind: religion and politics. However, here we consider these on academic terms only. Please, do not take topics discussed personally. Learn to separate the intellectual from the emotional.

Other Important Online Course Policies

Email: Please use your TC email address (personal email addresses most often are sent to SPAM) and include GOVT 2306.W1 in the subject line as I have several different Internet classes this session and it will help me get an answer to you faster.
STUDENT INFORMATION

NAME ____________________________________________

EMAIL ____________________________________________

MAJOR DEGREE PLAN ____________________________________________

DECEMBER 2015 GRADUATE? ________ Yes ________ No

MOST INTERESTING POLITICAL TOPIC:
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

LEAST INTERESTING POLITICAL TOPIC:
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

My initials beside and my signature below the following statements indicates that I understand their meaning and/or consequences.

_________ I have read and understand the course syllabus and schedule.

_________ Only four absences are allowed for this course.

_________ A no tolerance texting on cell phone policy is in place for this course. If I am caught texting on my cell phone during class, I will be dropped from the course immediately.

_________ A civic portfolio is required for this course.

_________ All unit exams are to be taken by the date indicated in the course syllabus.

_________ All assignments are due by the date indicated in the course syllabus. Failure to submit an assignment as stated will result in a “0” for the assignment.

_____________________________________________  ________________
STUDENT SIGNATURE  DATE
Thank you for your input!

Congratulations! You have enrolled in an “AR” class! (No, not Arkansas.) “AR” stands for Accountability and Responsibility. As your instructor, it is my goal that you make good decisions and successfully complete this course and, more importantly, become an informed, active participant in the government that represents you. Let’s begin by answering a few questions designed to prepare you to meet your academic goals and future destiny (and, by the way, reward you with up to 100 points!).

1. What is your academic goal?

2. What can you do today to bring you one step closer to your academic goal?

3. Identify at least two people in your life who can help you reach your academic goal.

4. How will those you surround yourself with help you achieve your academic goal?

5. What preparation is needed to achieve your academic goal?

6. What are some strengths you have that you can utilize to achieve your academic goal?

7. What skills do you need to develop?

8. What challenges do you expect to face in achieving your academic goal?

9. How can TC help you achieve your academic goal?

10. How can I help you stick to the plan toward meeting your academic goal?

11. What in your personal or professional life might need to change in order to meet your academic goal?

12. What does your dream/future look like?

13. What do you need in order to accomplish your dream/future?

14. What are some things involving your dream/future that you can get involved with now?

15. How do you see your courses/programs of study leading to achieving your dream/future?