

# American National Government – 2023 Spring C

**POS 2041-71**

**Online**

## **Course Syllabus**

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**INSTRUCTOR:** Jay Thompson

**EMAIL:** via Canvas. Please use [thompsoj@cf.edu](mailto:thompsoj@cf.edu) **only** in the event of a Canvas blackout.

**PHONE:** 854-2322 Ext. 1723

**OFFICE LOCATION:** 8-106B

**CLASSROOM:** Online

Extended Emergency Closure.

“For emergency campus closings (natural disasters, etc.) call 352-291-4499 or 800-831-9244 or check our website [www.cf.edu](http://www.cf.edu).”

### **COURSE DESCRIPTION**

This is an introductory course of the American Federal government. Particular attention is devoted to the constitution, the three branches of government, parties, pressure groups and current issues.

**CREDIT HOURS: 3**

### **TEXTBOOK**

*Gateways to Democracy: An Introduction to American Government* by Geer, et al

Mindtap code purchase is required.

*Purchase of Cengage Unlimited is recommended. This will give you access to all required course material as well as all Cengage material.*

### **SUPPLIES**

- ✓ An email account and internet access is **necessary**.
- ✓ Computer with webcam and microphone is **necessary**.

### **ATTENDANCE**

Attendance through regular weekly participation is expected and crucial to your success in the course. Failure to login at least twice a week **will** result in missing assignments, which will have a negative impact on your grade.

## POS 2041 American National Government

**The following chart offers students a consistent way to see how CF's global learning outcomes are assessed in each class. This is for information only and does not change the grading system used in this class.**

<b>Institutional Learning Outcomes</b>	<b>Quiz</b>	<b>Exam</b>	<b>Project/ Paper</b>	<b>Classroom Activity</b>	<b>Service Learning</b>
<b>Critical Reasoning: The student will reflect, analyze, synthesize, and apply critical thinking.</b>					
1. State question at issue.			x		
2. Identify purpose of argument.			x		
3. Identify the ideas and concepts, information and data, and the use of such in the argument.			x		
4. Identify assumptions, bias, and point of view of information presented.			x		
5. Create plausible solutions and implications of solutions.			x		
6. Evaluate (Steps 1-5) and revise if needed.			x		
<b>Communication: The student will read, write, speak, and listen effectively.</b>					
1. Read materials and effectively understand essential facts and concepts.	x	x	x	x	
2. Write an organized document that communicates effectively and appropriately for the situation.			x		
3. Listen actively to comprehend main ideas and essential details.	x	x	x	x	
4. Express clear, well-organized ideas through oral communication.				x	
<b>Global Socio-Cultural Responsibility: The student will be an informed and responsible citizen in social, cultural, and global matters.</b>					

1. Demonstrate an understanding of the values and expressions of other cultures that arise from human experience.	x				
2. Identify scientific principles underlying human influence upon the Earth and its inhabitants.	x				
3. Recognize complex historical, cultural, economic, and political forces that create societies as well as how these forces shape personal identity.	x				
4. Understand the local and global connections among power, knowledge, gender, and class.	x				
<b>Computer &amp; Information Skills: The student will be able to evaluate the importance of technology and its applications.</b>					
1. Organize data or information using appropriate electronic media.	x	x	x		
2. Access, research, and retrieve information using the Internet.	x	x	x		
3. Communicate with others using electronic media.				x	

### GRADING POLICY

Mid Term Examination	15%
Final Examination	15%
Mindtap Assignments	35%
Discussions	30%
Quizzes	5%

### FINAL GRADE SCALE

- A = 90%-100%
- B+ = 87%-89%
- B = 80%-86%
- C+ = 77%-79%
- C = 70%-76%
- D = 60%-69%
- F = 59% and under
- FF = failure due to violation of academic integrity

## **HOMEWORK ASSIGNMENTS**

All assignments are due on the date as listed on the course syllabus schedule. Late work is not accepted except in extreme circumstances at the sole discretion of the instructor. I may require additional documentation. It is your responsibility to keep track of the due dates, do not expect weekly reminders that something is due.

## **COURSE SCHEDULE**

This is not a completely self-paced course. New topics will be covered each week, and work will be required to be submitted each week. The new information will be posted by Tuesday morning at 8 am in a separate folder for the week. Each folder will include at least a power point presentation and a discussion post, though many will include additional material such as articles, video clips, quizzes, etc. You are responsible for all this information as well as the reading for that topic as assigned in the course schedule below. Assignments in each folder are due by the time the next folder is opened, the next Tuesday at 8 a.m. Once closed, assignments may not be made up except in extreme circumstances at the sole discretion of the instructor. Regardless of circumstances no assignments will be accepted after the final exam closes.

This course utilizes the Canvas system available to you via MyCF under the "Academics" tab. All course lectures and examinations will be posted in this system. This system also features a secure email system which will allow you to discuss your grade with the instructor without violating FERPA. This will be the primary method of communicating with me and I with you. Be sure to check your Canvas course site often as this is where important class information will be posted. Any issues regarding the system such as login etc. should be directed to distance learning ext. 1317. This system can be accessed remotely so you can use it at home.

## **ZOOM/TEAMS**

Both Teams and Zoom are available free of charge to students. Contact Distance Learning at extension 1317 for assistance in setting up Zoom or if you are having difficulty running it. A webcam and microphone will be required, the integrated camera and microphone on your tablet/laptop will likely be sufficient. There are no regularly scheduled online meetings for this course, but you can use Zoom or Teams to contact the professor during the scheduled office hours. You will need to make an appointment ahead of time to do so.

## **EXAMINATIONS**

All examinations for this class will be administered online via the Canvas system available through MyCF system. Exams must be taken during the time they are available on the course website. No makeup examinations will

be given except in extreme circumstances as determined solely by the instructor. All material covered in the course website as well as in the assigned reading is considered "fair game" for the examinations. Exams can be administered in any method I see fit, including multiple choice, matching, short answer, essay etc. Exam reviews, both before and after the exam will be administered at the sole discretion of the instructor.

Honorlock will be utilized for the proctoring of the midterm and final online examinations. There will be a nominal cost to the student for this and a webcam will be required.

### **HONORLOCK**

Honorlock will be utilized for the proctoring of the midterm and final online examinations taken on or off campus. There will be a nominal cost to the student for this and a webcam will be required- again your integrated camera should be sufficient. If you prefer to take the exam in a CF testing center that is acceptable as well. However, due to physical distancing restrictions access to the testing center will be limited, so you will need to schedule that with the testing center ahead of time. Scheduling time with the testing center is the sole responsibility of the student.

### **ONLINE DISCUSSION POSTINGS**

You must keep up with the information that I post on the course website (CANVAS). This will include blog entries, news stories, research journal articles and discussion posts. Expect at least one discussion post every week which you will be required to take part in. I will be looking for meaningful and thoughtful responses which will be a minimum of eight sentences. Your postings should be majority your original thoughts, though supporting quotes are acceptable with proper citation (source) information. I expect proper spelling and grammar to be used as well as showing proper respect as though you were in the class. Failure to follow these policies will result in a lowering of the grade and further action that I deem necessary. Please note that merely fulfilling the minimum requirements will not guarantee a high grade for the assignment.

### **QUIZZES**

Quizzes will be given throughout the semester. These quizzes will be taken via the Canvas system. If given, quizzes will be included in the weekly modules. However, please note that these quizzes are separate assignments from the Mindtap Chapter Quizzes. Any course material, including readings and videos, can be used in the quizzes.

### **MINDTAP**

Each week's module will contain homework from the Mindtap course shell. You will be able to access this from Canvas, but you must purchase a

Mindtap code to be able to do so. All work assigned must be completed during that week. Late work will not be accepted.

Cengage grants a courtesy access period for a maximum of 7 calendar days to allow students time to purchase the correct Cengage access code. The 7 calendar days for the courtesy access period is established by Cengage and cannot be changed. After the courtesy access period ends, you will not be able to access any graded content in Mindtap or complete any graded work in Mindtap until a valid access code for this course is entered in Mindtap. Any graded work that you are not able to complete before the assignment's closing time (due to not entering a valid Mindtap access code for this course in Mindtap) receives a zero and cannot be completed after receiving a zero.

### **CENGAGE UNLIMITED**

This course's textbook is from Cengage. If any of your other courses use Cengage material I recommend you consider signing up for Cengage Unlimited. This is a subscription based service for all Cengage material. The cost is \$120 per semester or \$180 per academic year and includes access to **all** Cengage material. See the bookstore for further information. Please note that while Mindtap access is required for this course, you are not required to purchase Cengage Unlimited for this course if you do not desire to do so.

### **GRADES**

The instructor will post the student's grades in the Canvas course shell. It is the responsibility of the student to keep track of his/her own grades and current course average. Students are encouraged to check their grades under the Reports tab in Canvas for accuracy **before** the last day of the course. Students must contact the instructor before this date if there are questions or potential errors that need adjusting. After the last day of regular class sessions, it may be too late to make any changes to grades posted under the Canvas gradebook.

### **EXTRA CREDIT**

Do not expect extra credit opportunities for this course. In the unlikely event that extra credit is offered it is at the sole discretion of the instructor and will be offered to the entire class. Individual extra credit will **NOT** be offered. Extra credit, if offered, cannot be made up. Cheating on extra credit will result in the same penalty as cheating on a normal assignment.

### **COURSE MATERIAL**

A student shall not, without my express authorization, make or receive any type of recording, including but not limited to audio and video recordings, of any class, co-curricular meeting, organizational meeting, or meeting with me (except for class lectures.) You do not have permission to post recordings on the web. Further you do not have my permission to post my class

lectures/course materials on the web. Zoom or Team meetings during office hours will not be recorded unless consent is given by both the instructor and the student.

### **ACADEMIC INTEGRITY**

Violation of academic integrity (including but not limited to attempts at cheating or plagiarism) will not be tolerated. In addition to the policies listed under the "College Policies" in the Canvas shell, academic integrity violations will result in a minimum of an automatic zero for the assignment (no make-up) and may result in automatic failure for the course at the instructor's sole discretion.

### **COMMUNICATING WITH THE INSTRUCTOR**

I will have a General Questions discussion board available for you in the course website. This discussion board is also where I will post course announcements. If you have a question about the syllabus, the reading, an assignment or exam, this would be the place to ask it. Likely another student has the same question so it will be available to them as well. However, please keep in mind this is a PUBLIC forum, so anything that is personal in nature that you need to communicate to me should be done via the email system WITHIN Canvas. This is a completely private system, only I can see the message (as long as you send it to just me).

When you send a message either through the General discussion board or through the Canvas system, please allow 48 hours for a response during the week. Messages sent after 12:00 on Fridays may not receive a response until the following Monday.

### **COURSE COMMUNICATION**

When communicating with the instructor and fellow students on the discussion boards or email, proper formatting, grammar and spelling are expected. So called internet speak or texting language is not appropriate for these environments. You are expected to treat your fellow students and instructor with respect and proper decorum in these discussion posts and emails. Your posts are not anonymous, and improper conduct will result in a warning and possible further action as necessary.

### **COLLEGE POLICIES**

In the Canvas course shell there is a section in the Navigation titled "College Policies". Please review those policies as they are a part of this syllabus.

## **CLASSROOM POLICIES**

- ✓ Proper respect will be given to the instructor and your fellow students.
- ✓ This course is not an internet bulletin board or social media site. I expect proper, full sentences and no “texting” language. I also expect you will show proper respect to your fellow students in the discussion boards.
- ✓ When communicating with the instructor via email, proper grammar, spelling and formatting is expected.
- ✓ Failure to observe the policies stated in this syllabus, the college handbook and by the instructor will result in removal from the course. You will not be allowed to return to the course until you have met with the college administration. Further violations will result in expulsion from the course with the appropriate grade.

## **RIGHT TO CHANGE SYLLABUS**

If necessary, some components of this syllabus may change. However, any such changes will be announced to the students in class and online. The student is responsible for any such announced changes. Absences, excused or unexcused, do not release the student of this responsibility.