Course Syllabus

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**NORTH CENTRAL TEXAS COLLEGE**
**COURSE SYLLABUS**

COURSE AND INSTRUCTOR INFORMATION

**Course title: Texas Government**

Course Govt 2306-0310

Semester/Year of course: Fall 2023

Semester start and end dates: August 28th through December 16th

Modality Complete online Class

Class meeting location, days, and times: Complete Online Class

Lab meeting location, days, and times: Complete Online Class

Semester credit hours: 3

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.

Course prerequisites: none

Required course materials:

*Registration in the course gives you access to the e-book needed for GOVT2306.  You do not need to purchase a separate textbook.
Inclusive Access is a partnership between NCTC and McGraw-Hill Education, to provide the best learning resources on the first day of class. Students can gain access to McGraw-Hill’s adaptive online  platforms  with  the  latest  version  of  the  eBook  at  a  discount.  If  students  would  like  to purchase a physical copy of the textbook, they can order a discounted loose-leaf version through
the bookstore.*

Students  who  drop  before  the  add/drop  date  will  have  their  book  fees  credited  back  to  their student account, and students who remain in the course will be charged a materials fee by the school to have continued access of the online platforms.  If you remain enrolled in the course but wish  to  opt-out  of  access  to  the  book  please  email  the  NCTC  Bookstore  with  your  name  and student number to 1263mgr@follett.com.

Name of instructor: **Karen Stewart**

Office location: Online- ON campus when appointment is scheduled

Telephone number:940-498-6295

E-mail address: kstewart@nctc.edu

Office hours for students: Virtual Office Hours, daily, Meetings by Appt

SYLLABUS CHANGE DISCLAIMER
The faculty member reserves the right to make changes to this published syllabus if it is in the best interest of the educational development of this class. Any such changes will be announced as soon as possible in person and/or writing.

**SUMMARY OF COURSE ASSIGNMENTS**

**List of graded assignments**:

Chapter Quizzes:                   10 Quizzes                   100 Points

Various Assignments              Varies                          100 Points

Written Research Essay         1 Paper                        100 Points

Discussion Posts                    Discussions                  100 Points

                                                 10 Weeks

Final Exam                            1 Exam                           100 Points

                                             **Total Points        =           500 Points**

Final grade scale:  This class is on point system and the grades are based on:

500-450=A           449-399=B           398-348=C          347-297=D

Dual Credit Numeric=

450-459=90   460-469=92    470-479=94    480-489=  96      490-499= 98    500 and Above= 100

296-Below = F

**Late work policy: NO LATE ASSIGNMENTS WILL BE ACCEPTED**!

**Circumstances will be reviewed for late assignments with proper documentation on a case by case basis**

SEE CANVAS FOR THE COMPLETE COURSE CALENDAR, OUTLINE, DETAILED DESCRIPTION OF GRADED WORK, AND OTHER RELATED MATERIAL.

**COURSE POLICIES**
Academic Integrity Policy: Scholastic dishonesty shall include, but is not limited to cheating, plagiarism, academic falsification, intellectual property dishonesty, academic dishonesty facilitation and collusion.  Faculty members may document and bring charges against a student who is engaged in or is suspected to be engaged in academic dishonesty.

**See Student Handbook, “Student Rights & Responsibilities: Student Conduct ([FLB(LOCAL)]”.**

**Instructor-specific Academic Dishonesty Policy:**

Academic dishonesty is any attempt by a student to submit 1) work completed by another person without proper citation or 2) to give improper aid to another student in the completion of an assignment, such as plagiarism. No student may intentionally or knowingly give or receive aid on any test or examination, or on any academic exercise, that requires independent work.  This includes, but is not limited to using technology (i.e., instant messaging, text messaging, or using a camera phone) or any other unauthorized materials of any sort, or giving or receiving aid on a test or examination without the express permission of the instructor. The following are examples of academic dishonesty:

1. Copying from another student’s paper
2. Using materials not authorized by the instructor on a test or examination
3. Collaborating with any other person during a test or examination without authorization from the instructor
4. Knowingly obtaining, using, buying, selling, transporting or soliciting, in whole or in part, the contents of a non-administered test or examination
5. Coercing any other person to obtain a non-administered test or examination, or to obtain information about such an examination or test
6. Substituting for another student, or permitting any other person to substitute for oneself to take a test or examination
7. Altering test answers and then claiming the instructor improperly graded the test or examination
8. Submitting altered/falsified papers, documents, etc., in an attempt to earn a grade
9. Collusion or purchased term papers:
Collusion, the unauthorized collaboration with another person in preparing work offered for credit, is academically dishonest. Montclair State University prohibits the preparation for sale and/or subsequent sale of any term paper, thesis, dissertation, essay or other assignment with the knowledge that the assignment will be submitted in whole or in part for academic credit.
10. Plagiarism:
Plagiarism is defined as using another person’s words as if they were your own, unintentionally or otherwise, and the unacknowledged incorporation of those words in one’s own work for academic credit. Plagiarism includes, but is not limited to, submitting a copied, partially copied, or partially paraphrased work of another as one’s own project, paper, report, test, program, design, pictures, images, or speech (whether the source is printed, under copyright in manuscript form or electronic media) without proper citation. Source citations must be given for works quoted or paraphrased. The above rules of academic dishonesty apply to work that is graded, ungraded, group, individual, written, or oral.The following guidelines for written work will assist students in avoiding plagiarism:

Attendance Policy: Regular and punctual attendance is expected of all students in all classes for which they have registered.  Students enrolled in online classes should sign into CANVAS on a daily basis and check the class progress, and check their grades on a regular basis.  All absences are considered to be unauthorized unless the student is absent due to illness or emergencies as determined by the instructor.  It is the student responsibility to provide documentation as to the emergency for approval and judgement by

the faculty member.  Approved college sponsored activities are the only absences for which a student should not be held liable and only when provided by a college official ahead of the absence.  Valid reasons for absence, however, do not relieve the student of the responsibility for making up required work.  Students will not be allowed to make up an examination missed
due to absence unless they have reasons acceptable to the instructor.  A student who is compelled to be absent when a test is given should petition the instructor, in advance if possible, for permission to postpone the exam.  Student will be dropped from a class by the Registrar upon recommendation of the instructor who feels the student has been justifiably absent or tardy a sufficient number of times to preclude meeting the course’s objectives.    Persistent, unjustified absences from classes or laboratories will be considered sufficient cause for College officials to drop a student from the rolls of the College. From Board Policy FC
(LOCAL)

Additional Instructor-specific Absence Policy:
Withdrawal Policy

A student may withdraw from a course on or after the official date of record which is September 11.  It is the student’s responsibility to initiate and complete a Withdrawal Request Form.
Last day to withdraw from the course with a “W” is:  November 6th

Student Learning Outcomes: (From Academic Course Guide Manual/Workforce Education Course Manual/NCTC Catalog).

At the successful completion of this course the student will be able to:
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. Identify the rights and responsibilities of citizens.
8. Analyze issues, policies, and political culture of Texas.

Core Objectives: Critical thinking, Communication, Personal Responsibility, Social Responsibility COLLEGE

POLICIES STUDENT HANDBOOK
Students are expected to follow all rules and regulations found in the Student Handbook.

ADA STATEMENT
NCTC will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations to afford equal educational opportunity. It is the student’s responsibility to contact the Office for Students with Disabilities to arrange
appropriate accommodations.  See the OSD Syllabus Addendum.

STUDENT SERVICES
NCTC provides a multitude of services and resources to support students.  See the Student Services Syllabus Addendum for a listing of those departments and links to their sites.

QUESTIONS, CONCERNS, or COMPLAINTS
The student should contact the instructor to deal with any questions, concerns, or complaints specific to the class.  If the student and faculty are not able to resolve the issue, the student may contact the chair or coordinator of the division.  If the student remains unsatisfied, the student may proceed to contact the instructional dean.

Name of Chair/Coordinator: Donna Smith
Office location: Corinth Campus, Room 209
Telephone number: 940-498-6266
E-mail address: dhooper@nctc.edu
Name of Instructional Dean: Crystal Wright
Office location: FSB Exchange/Denton Campus, Room 204
Telephone number: 940-380-2504
E-mail address: cwright@nctc.edu