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| |  | | --- | | NORTH CENTRAL TEXAS COLLEGE  COURSE SYLLABUS | |

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| *Course Title:* | **Federal Government** | | | | | |
| *Course Prefix & Number:* | | **GOVT2305** | *Section Number:* |  | *Semester/Year:* |  |
| *Semester Credit Hours:* | | 3 | *Lecture Hours:* | 3 | *Lab Hours:* | 0 |
| *Course Description (NCTC Catalog):*  Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties, and civil rights. | | | | | | |
| *Course Prerequisite(s): None* | | | | | | |
| *Required Course Materials:*  Patterson, Thomas E. *We the People.* 12th edition. McGraw Hill. (E-book with Connect Plus Access)  ISBN 9781260200607 | | | | | | |

**INSTRUCTOR INFORMATION**

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| *Name of Instructor:* | Carol Marmaduke Sands |
| *Campus/Office Location:* | Bowie Campus/Online |
| *Telephone Number:* | 940-233-0123 |
| *E-mail Address:* | cmarmaduke@nctc.edu |

**OFFICE HOURS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Monday* | *Tuesday* | *Wednesday* | *Thursday* | *Friday* |
| **11-12** |  | **11-12** |  |  |
|  | **4-6** |  | **4-6** |  |
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**STUDENT LEARNING OUTCOMES** (From Academic Course Guide Manual/Workforce Education Course Manual/NCTC Catalog

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| *At the successful completion of this course the student will be able to:* | |
|  | Explain the origin and development of constitutional democracy in the United States. |
|  | Demonstrate an understanding of our federal system. |
|  | Describe separation of powers and checks and balances in both theory and practice. |
|  | Demonstrate knowledge of the legislative, executive, and judicial branches of the federal government. |
|  | Evaluate the role of public opinion, interest groups, and political parties in the political system. |
|  | Analyze the election process. |
|  | Describe the rights and responsibilities of citizens. |
|  | Analyze issues and policies in U.S. Politics. |
|  | Research and compose an essay assignment/argument using proper grammar/English and basic computer skills. |

**GRADING CRITERIA**

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| *# of Graded Course Elements* | *Graded Course Elements* | *Percentage or Point Values* |
| 4 | Exams | 20% |
| 17 | LearnSmart Assignments | 10% |
| 17 | LearnSmart Quizzes | 5% |
| 4 | Discussion Boards | 15% |
| 6 | What Do You Think? | 15% |
| 8 | Critical Thinking Application | 20% |
| 1 | Research Paper | 10% |
| 17 | Chapter Outlines | 5% |
| 1 | Debate | 5% |

**COURSE SUBJECT OUTLINE** (Major Assignments, Due Dates, and Grading Criteria)

**All dates are included in your Calendar on Canvas. As well, all dates are subject to change as needed. Check course announcements, email, and course calendar often in Canvas to see any possible changes.**

**Aug. 31- Chapter 1 assignments, Discussion Board #1**

**Sept. 3rd – LABOR DAY- NO CLASS**

**Sept. 3rd – Discussion Board # 2 due**

**Sept. 7th- Chapter 2 assignments**

**Sept. 14th- Chapter 3 assignments, second discussion board**

**Sept. 21rst- Chapter 4 assignments**

**Sept. 28th – Chapter 5 assignments**

**Oct. 1rst - EXAM 1: ONLINE & Chapter Outlines 1-5 due**

**Oct. 5th- Chapter 6 assignments**

**Oct. 12th- Chapter 7 assignments**

**Oct. 19th- Chapter 8 assignments**

**Oct. 26th- Chapter 9 assignments**

**Oct. 28th- Discussion Board # 3**

**Nov. 2nd- Chapter 10 assignments**

**Nov. 2nd – EXAM 2: ONLINE & Chapter Outlines 6-10 due**

**Nov. 5th- RESEARCH PAPER DUE**

**Nov. 8th- LAST DAY TO WITHDRAW**

**Nov. 9th- Chapter 11 assignments due**

**Nov. 16th- Chapter 12 assignments due**

**Nov. 21-24th- THANKSGIVING HOLIDAY NO CLASS**

**Nov. 23rst- Chapter 13 assignments due**

**Nov. 25th- Discussion Board # 4**

**Nov. 30th- Chapter 14 assignments due and Chapter 15 assignments due**

**Nov. 30th- EXAM 3: ONLINE & Chapter Outlines 11-14 due**

**Dec. 7th- Chapter 16 assignments due and Chapter 17 assignments due**

**Dec. 10-15- FINAL EXAM WEEK & Chapter Outlines 16-17 due**

Last day to withdraw from a course with a “W” is November 8th, 2018.

**ATTENDANCE POLICY**

Regular and punctual attendance is expected of all students in all classes for which they have registered. 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:

With any issues you may have in completing assignments for the course, please contact me asap to discuss possible options to help you keep this credit. 😊

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**DISABILITY SERVICES** (Office for Students with Disabilities)

The Office for Students with Disabilities (OSD) provides support services for students with disabilities, students enrolled in technical areas of study, and students who are classified as special populations (i.e. single parents).

Support services for students with disabilities might include appropriate and reasonable accommodations, or they may be in the form of personal counseling, academic counseling, career counseling, etc. Furthermore, OSD Counselors work with students to encourage self-advocacy and promote empowerment. The Counselors also provides resource information, disability-related information, and adaptive technology for students who qualify.

For support, please contact the counselors at (940) 498-6207 or (940) 668-4321. Alternatively, students may stop by Room 170 in Corinth or Room 110 in Gainesville.

**CORE CURRICULUM FOUNDATIONAL COMPONENT AREA** (For classes in the Core)\_\_\_\_\_\_\_

 Communication

 Mathematics

 Life and Physical Science

 Language, Philosophy & Culture

 Creative Arts

X Government/Political Science

 Social and Behavioral Sciences

 Component Area Option

 American History

**REQUIRED CORE OBJECTIVES** (For classes in the Core)

X Critical Thinking

 Communication

 Empirical and Quantitative

 Teamwork

X Personal Responsibility

X Social Responsibility

**COURSE TYPE**

 Academic General Education Course (from ACGM but not in NCTC Core)

**X** Academic NCTC Core Curriculum Course

**** WECM Course

**STUDENT HANDBOOK**

Students are expected to follow all rules and regulations found in the student handbook and published online.

**ACADEMIC DISHONESTY**

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:

**QUESTIONS, CONCERNS, or COMPLAINTS**

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| Name of Chair/Coordinator: | Crystal R.M. Wright |
| Office Location: | Gainesville Campus, Room 824 |
| Telephone Number: | 940-668-7731, ext. 4320 |
| E-mail Address: | cwright@nctc.edu |
| Name of Instructional Dean: | Dr. Bruce King |
| Office Location: | 1525W California St, Gainesville, TX 76240 |
| Telephone Number: | 940-668-4267 |
| E-mail Address: | bking@nctc.edu |