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↑ Federal Government 2305 Web Course Syllabus



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SYLLABUS

Semester: Summer I 2011

Start date: June 4, 2012; End date: July 5, 2012

Last Day to Drop or Withdraw with a W: Tuesday, June 26

Last Class Day: Wednesday, July 4

Final Exam: July 5

Dr. Brian K. Dille

FEDERAL GOVERNMENT 2305 WEB

Office: Deadrick Hall 209

Office Hours:

Phone: 335-6592

contact instructor by email

E-Mail: bdille@odessa.edu

COURSE DESCRIPTION

Disseminates information and interprets the development of American political thought, the origins and development of the US Constitution, federalism, public opinion, and the political process of American Democracy. Includes and interprets information on the institutions of government including the presidency, Congress, the courts, the bureaucracy of the US government. Includes study of domestic and foreign policy issues such as civil rights, national defense, managing the economy, and welfare. This course does not satisfy the government requirement for teacher certification by the Texas Education Agency. (SCANS 6)
Prerequisite: Pass writing on THEA, COMPASS, or other state-approved alternate test.

PREREQUISITE

COURSE OBJECTIVES

To present the basic concepts of politics that will better enable you, the student, to understand Texas government and politics.

To motivate you, the student, to take an interest in and understand issues facing the US, Texas, and Odessa/>/>.

To stimulate you, the student, to exercise your privileges and obligations as a U.S. citizen, through participation in local, state, and national political activities.

COURSE SCHEDULE

All due dates for assignments and exams are accessed under “Course Schedule” under Blackboard’s “Course Information” button.

TEXT Politics in America, by Thomas R. Dye, 8th edition, ISBN#: 13-978-0-13-602418-8

DROP POLICY

You are responsible for dropping this class if you quit doing the work. The instructor will not do so. Failure to drop results in an F.



↕ Computer Info



REQUIRED COMPUTER SKILLS

- Knowledge of Microsoft Word & typing skills
- Internet-browsing skills
- Knowledge of Blackboard: how to post assignments in the Digital Drop Box, how to post comments on the Discussion Board, and how to access and take on-line exams.
- How to use email.

HARDWARE-SOFTWARE REQUIREMENTS

Computer: A minimum of 64 MB RAM, 1 G of free disk space

150 MHz or higher recommended

A monitor capable of at least 800 x 600 resolution

Peripherals: Speakers to be able to listen to audio files.

Software:

Anti-virus software is highly recommended for students and instructors. Online courses involve much file sharing, which increases your risk of computer virus infection. Anti-virus software will help protect your computer in case of exposure to a computer virus.

Other software All submitted assignments must be typed in Microsoft Word document. You must be able to view course content that is in the form of Microsoft PowerPoint. In this case you must have access to Microsoft Word 2003 and PowerPoint applications. Some of the content may in be Acrobat format for which you will need Acrobat Reader to view those documents. Please contact the instructor concerning specific software or hardware that may be required for his/her course.

Internet connection: 56 K modem or better

Browser and settings:

Microsoft Internet Explorer 6" (IE 6) works best with Blackboard on computers running the Microsoft Windows operating system.

Java and Cookies must be enabled. To enable

1. In Internet Explorer 6, go to the "Tools" menu and choose "Internet Options".
2. Choose the "Privacy" tab and move the slider to "Medium" (which is the default setting) to enable Cookies.
3. To enable Java (if not installed, first see next item "Java Plug-in for Windows..." or Java Plug-in for Macintosh" below), while remaining in the "Internet Options" window choose the "Advanced" tab.
4. Scroll down until you see the "Java (Sun)" item and check the box beside "Use Java...".
5. Click "OK".
6. You may need to close your browser and all other applications and restart your computer before this setting takes effect.



↕ Unit Objective Sheets



UNIT OBJECTIVE SHEETS

Unit objective sheets for all eleven units are included in the lecture notes. They will serve both as guide to what the instructor considers important from the texts, lecture notes, research, and discussions, and

what the student is expected to know at the completion of the unit. They will also serve as a good study guide for the exams because the exam questions will be drawn from these objective sheets.



↕ Examinations



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EXAMINATIONS

There will be four exams, each worth 100 points. They will consist of 50 two-point objective questions. Students will have 50 minutes maximum to take each of the four exams. Students will be penalized two points for each minute they exceed the 50 minute time limit. In the rare instances an exam is taken late, there is an automatic one letter grade deduction. A 200 point comprehensive final exam composed of all objective questions will be given. Students must schedule the final exam to be taken on the assigned day in either the OC Student Success Center or a secure testing facility. The instructor must approve arrangement.

In rare instances students encounter technical problems while taking an on-line exam. The most common is being kicked out of the test. I want to clarify the course policy. If you are kicked out of an exam, notify me by email ASAP so I can remove the block and you can retake the exam by 10 pm of exam day. In the rare instances where that technical problem occurs after I have last checked my email--usually by 10 pm--then the exam MUST be made up by the next day and a letter grade deduction will occur. It is not fair to students who took the exam on time to have others retake it several days later, giving them more time to review the material.

I RESERVE THE RIGHT TO DETERMINE IF YOU HAVE A VALID REASON FOR MISSING AN EXAM. YOU WILL NOT HAVE THE CHANCE TO TAKE A MAKE-UP FOR AN INVALID REASON.

MAKE-UP EXAMS

If you are unable to take a test during the assigned time period, you need to contact the instructor ASAP. Failure to do this will result in a loss of a letter grade on the exam. Otherwise, there are no make-ups. I RESERVE THE RIGHT TO DECIDE IF YOUR REASON FOR MISSING AN EXAM IS INVALID AND IF I SUSPECT IT IS, YOU WILL NOT HAVE THE CHANCE TO TAKE A MAKE-UP.

Students: If you know the terms and material contained in the Unit Objectives, you will be well prepared for the exams. All exam questions will be drawn from these items.



↑ Projects



PROJECTS

Additional projects (research papers, book reports, etc.) beyond those assigned are optional. Topics or book must receive instructor approval. A written description must be submitted by the seventh week of class (). Projects are due one week before the last scheduled class A "Project Handout" explaining specific rules to follow and describing how the project will be graded will be posted on line. A project does not and cannot be substituted for a test grade. The project grade will be counted as an additional grade to be averaged in with all other grades.



↑ Optional Projects/Replace Lowest Test Grade



OPTIONAL PROJECTS

To replace the lowest test grade. (EXCEPT Final Exam)

PURPOSE: To encourage personal involvement in a candidate's campaign, the election, issue, or interest group activities.

100 points can be used to replace the lowest test grade.	
20 hours of work and written report	A - 90-100 points.
17 hours of work and written report	B - 80-89 points.
14 hours of work and written report	C - 70-79 points.
11 hours of work and written report	D - 60-69 points.

OPTION 1: Work in a candidate's or party's campaign and hand in a 2-3 page-typewritten report of the work done, knowledge learned, and conclusions drawn.

OPTION 2: Work for an interest group and contribute your time and efforts to their cause and activities - letter writing, picketing, lobbying, petition drives, etc. (A list of interest groups - including local ones - are posted outside my office, DH 209.) Hand in a 2-3 page-typewritten report of the work done, knowledge learned, and conclusions drawn.

Arrangements must be made in advance, with prior instructor approval.

As to which option is chosen and what campaign or interest group is being worked with and the instructor must be able to verify hours worked, for whom, and the nature of the work. A letter from the candidate or the organization you worked for must be mailed to the instructor for verification of your work.



↓ Discussion Topics



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DISCUSSION GROUPS

We will have two discussion group topics in this course. The discussions are not 'at will' but are considered an integral part of your learning. The selected topics will be posted online with specific instructions and due date. You will receive a grade for your discussion and responses to the other students' comments. You must participate in both (2) discussion topics. At the end of the discussion period, you must post your final "Summary" of the discussion topic in Blackboard in "Assignments"--under the appropriate unit # and assignment name. Please see the discussion topics for detailed instructions. To enter into the discussion area you will go to Blackboard. Please follow the instructions as given. If you have any questions, please contact your instructor.

Your grade will be based on the more detailed SUMMARY you will write on the discussion topic--elaborating on your initial comments and adding your views based on reading the posted comments of fellow students in the class.

To get a grade you MUST post your final Summary in Blackboard's digital drop box. All assignments MUST be done in Microsoft Word or RTF-Rich Text Format.

DISCUSSIONS

Failure to post the minimum of 2 required comments on Blackboard's Discussion Board will lead to a loss of points--up to a full letter grade.

Two discussion topics will be posted and mandatory for all students to participate in as part of the discussion grade. Each question will be worth up to 100 points. Discussion topics will be posted for a total of one or two weeks and your final SUMMARY is due by 12 midnight on the due date. All assignments MUST be done in Microsoft Word or RTF-rich text format.



↕ Internet Assignments



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INTERNET ASSIGNMENTS

Two Internet assignments will be required. Each will be worth a total of 100 points. The two of the mandatory Internet assignments are listed--one from Unit 6 on political parties and one from Unit 8 concerning Congress. The internet assignments are due--by 12 midnight on the due date. All assignments MUST be done in Microsoft Word or RTF-Rich Text Format.



↕ Format for All Assignments and Late Policy



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FORMAT FOR ALL ASSIGNMENTS--WEB ASSIGNMENTS & DISCUSSION
TOPIC SUMMARIES

- All Assignments are to be posted in Blackboard under "Assignments"--the appropriate unit # and assignment name.
- All assignments must be written and submitted in Microsoft Word or RTF-Rich Text Format.

When submitting an assignment please include the following information at the top of page one of your assignment and use the following format:

1. Name
2. OC ID Number (ex.: 000999)
3. Unit # (ex. 1)
4. Type of Assignment (ex.: web or discussion Summary)
5. Title of Assignment (ex.: Texas Political Parties)
6. Date Submitted (ex.: Oct. 17, 2011)
7. Course (ex.: Govt. 2306 Web)

THERE WILL BE A ONE LETTER GRADE DEDUCTION ON AN ASSIGNMENT GRADE FOR FAILURE TO INCLUDE THE ABOVE INFORMATION.

LATE POLICY: Assignments will be accepted no more than 1 day late--at 12 midnight on the day after the assignment was due--with a full letter grade deduction for being turned in late.



↕ Grading Policy



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GRADING POLICY

The final course grade will be determined on a percentage basis:

90-100% = 900 points = A	Exam #1 100 points = 10% of course grade
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80-89% = 800 points = B	Exam #2 100 points = 10% of course grade
70-79% = 700 points = C	Exam #3 100 points = 10% of course grade
60-69% = 600 points = D	Exam #4 100 points = 10% of course grade
Below 600 points or 60% = F	Two Discussion Summaries = 200 points = 20% of course grade
	Two Internet Assignments = 200 points = 20% of course grade
	Final 200 points = 20% of course grade

BONUS POINTS Ten points for a current voters card will be given and added to your total point count before the course grade is averaged.

ACADEMIC DISHONESTY

Online exams and papers are basically open book. However, I would prefer that you attempt to complete them without using the text or lecture notes. Exam taking should be done alone and not a collaborative effort performed with other students in the class or who have previously taken the class. Cheating or plagiarism will result in the grade of 0. Remember, on your essays and papers, cite your sources and URL sites.

**The final exam must be taken at the Odessa College Testing Student Success Center or in an instructor-approved proctored testing situation on the assigned day.



↕ Preparation for Emergency



PREPARATION FOR EMERGENCY

Computer Crash

Not having a working computer or a crashed computer during the semester will NOT be considered as an acceptable reason for not completing course activities on scheduled time.

NOTE: Identify a second computer that you can use when/if your personal computer crashes.

Server problems

When the Blackboard server needs downtime for maintenance, the BlackBoard administrator will post an announcement in your course informing the time and the date. If the server experiences unforeseen problems your course instructor will send an email.

Complete Loss of Contact

If you lose contact with your instructor completely (i.e. you cannot contact your instructor via Blackboard or email) your instructor or you may have to contact each other via cell phone.

Lost/Corrupt/Disappeared files

The student must keep/save a copy of every project/assignment on an external disk or personal computer. In the event of any kind of failure (e.g., BlackBoard server crash or virus infection, students own computer crash, loss of files in cyberspace, etc) or any contradictions/problems, the instructor may request you to resubmit the files.



↑ Government Officials



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GOVERNMENT OFFICIALS LIST (For bonus points on the final exam ONLY.)

For help in determining WHO represents you and which district you live in, either click the links below to access the maps:

- US Congressional Districts
- State Senate Districts
- State House Districts
- Ector County Commissioner Precincts
- Odessa City Council Districts
- Local Board Districts (ECISD, OC, MCH Boards)
- State Board of Education Districts

- Courts of Appeals Districts
- State District Courts Districts

FEDERAL			
Office	Name	Party	Term Ends
President	Barak H. Obama	D	Jan. 2013
Vice President	Joe Biden	D	Jan. 2013
U.S.Senate			
U.S. Senator	John Cornyn (TX)	R	Jan. 2015
U.S. Senator	Kay Bailey Hutchison(TX)	R	Jan. 2013
U.S.Senate Majority Leader	Harry Reid (Nev.)	D	Jan. 2013 by caucus
U.S.Senate Minority Leader	Mitch McConnell (Ky.)	R	Jan. 2013 by caucus
U.S.House of Representatives			
U.S.House Speaker	John Boehner (Oh.)	R	Jan. 2013 by caucus
U.S.House Majority Leader	Eric Cantor (Va.)	R	Jan. 2013 by caucus
U.S.House Minority Leader	Nancy Pelosi (CA)	D	Jan. 2013 by caucus
11th District (Ector, Andrews, Crane, Loving, Martin, Midland, Upton, Ward, & Winkler counties)	Mike Conaway	R	Jan. 2013
23rd District (Reeves, Pecos & Terrell counties)	Quico Canseco	R	Jan. 2013

U.S. Supreme Court			
U.S. Supreme Court Chief Justice	John Roberts		Appointed for life

STATE			
Office	Name	Party	Term Ends
Governor	Rick Perry	R	Jan. 2015
Lieutenant Governor	David Dewhurst	R	Jan. 2015
Texas State Senate			
State Senator			
Dist. 31 -- (Ector, Andrews, Crane, Gaines, Glasscock, Howard, & Midland counties)	Kel Seliger	R	Jan. 2014
Dist. 28 -- (Reagan & Upton counties)	Robert Duncan	R	Jan. 2014
Dist. 19 -- (Loving, Pecos, Reeves, Terrell, Ward, & Winkler counties)	Carlos Uresti	D	Jan. 2014
Texas House of Representatives			
Speaker	Joe Strauss	R	Jan. 2013 by House
State Representatives			
81st District -- (Ector, Andrews, & Winkler Counties)	Tryon Lewis	R	Jan. 2013
82nd District -- (Crane, Martin, Midland, & Upton Counties)	Tom Craddick	R	Jan. 2013
74th District -- (Loving, Pecos, Reeves, Terrell, & Ward, Counties)	Pete Gallegos	D	Jan. 2013

Local			
Ector County			
	Name	Party	Term Ends
County Judge	Susan Redford	R	Jan. 2015
County Commissioner Precinct 1	Freddie Gardner	R	Jan. 2013
County Commissioner Precinct 2	Greg Simmons	R	Jan. 2015
County Commissioner Precinct 3	Dale Childers	R	Jan. 2013
County Commissioner Precinct 4	Armando Rodriguez	D	Jan. 2015
Sheriff	Mark Donaldson	R	Jan. 2013
District Attorney	Bobby Bland	R	Jan. 2013
County Attorney	Cindy Weir-Nutter	R	Jan. 2013
County Treasurer	Carolyn Sue Bowen	R	Jan. 2015
County Clerk	Linda Haney	R	Jan. 2015
County Tax Assessor/Collector	Barbara Horn	R	Jan. 2013
City of Odessa			
Mayor	Larry Melton	-	May 2012
City Council District 1	Bill Cleaver	-	May 2012
City Council District 2	James Goates	-	May 2012
City Council District 3	Barbara Graff	-	May 2014
City Council District 4	Dean Combs	-	May 2014
City Council District 5	currently vacant	-	May 2014

City Manager	Richard Morton	-	Appointed by Council
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LOCAL SPECIAL DISTRICT BOARD MEMBERS						
DISTRICT	E.C.I.S.D. Board of Trustees		Odessa College Board of Trustees		Ector County Hospital Board of Trustees	
		TERM		TERM		TERM
1	Luis Galvan	2014	Bruce Shearer	2016	Judy Hayes	2012
2	Faye Batch	2012	Richard Abalos	2016	Mary Lou Anderson	2014
3	Donna Smith	2014	Ralph McCain	2012	Richard Herrera	2012
4	Tom Pace	2012	J.E. "Coach" Pressly	2014	David Dunn	2014
5	Yollie Wilkins	2012	Ray Ann Zant	2014	Caretha Cartwright	2012
6	Ray Beaty	2014	Walter Smith	2012	Mary Thompson	2014
7	Donnie Norwood	2012	Gary Johnson	2014	Virgil Trower	2012
8			Tara Deaver	2016		
9			David Turner	2012		

Length of Term	Term: 4 years			Term: 6 years			Term: 4 years	

STUDENTS NOT LIVING IN ECTOR COUNTY OR ODESSA:LEARN YOUR COUNTY AND CITY OFFICIALS.



↑ ODESSA COLLEGE CODE OF STUDENT VIRTUAL COLLEGE EXPECTATIONS



ODESSA COLLEGE CODE OF STUDENT VIRTUAL COLLEGE EXPECTATIONS

How well you do in college is connected, at least in part, to how well you can adjust to the various expectations attached to your new role as a college student. Teachers will judge you by how well or poorly you conform to their expectations of a successful student. These guidelines do not represent those of all instructors, but it pays you to know, in general, what behaviors define a good student. Obviously, I may have slightly different expectations that you should ask about if they are not made clear to you early in the semester. What follows is a general description of what I expect from my students:

1. Good students behave in ways that enhance the learning experience for everyone in the class.
2. Good students are engaged in the class, often actively participating in discussion.
3. They use appropriate language in discussion: no profanity or foul language.
4. Good students practice personal and academic integrity.
5. They do not cheat on tests or other assignments.
6. They do not plagiarize on assignments: hand in the work of others as their own.
7. They do not lie or make excuses.
8. They complete assignments, projects, papers, and exams in a timely manner.

9. Good students respect the dignity and opinions of all people.

10. They do not compromise or demean the dignity of others by taunting, teasing, insulting, sexually harassing or discriminating.

11. They encourage the equal rights and treatment of all students, regardless of age, gender, race, religion, ethnic heritage, socioeconomic status, sexual orientation and/or political ideology.

12. They recognize it is their responsibility to communicate any problems or concerns to the appropriate Odessa college personnel, such as instructors, counselors, and coaches. This includes extended absences, health problems, job conflicts, emergencies, incarcerations, family problems, and documented learning disabilities.

13. They follow appropriate procedures if they a grievance. After discussing the problem with the instructor, coach, or counselor first, they proceed in a hierarchical order as diagramed below, following the steps outlined in the Student Right to Due Process, available in full text from the office of the Vice-President for Student Life.

Grievance Policy - Chain of Command

Student -> Instructor -> Department Chair -> Division Dean ->
Vice President -> President -> Board of Trustees



↕ Student Support Services



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STUDENT SUPPORT SERVICES

ADA Accommodation/Support - Becky Rivera-Weiss 432-335-6861 brivera@odessa.edu

Admissions & Registration & Transcripts - Becky Beard Director 432-335-6443 bbeard@odessa.edu

BlackBoard Technical Support - Derrick Conway 432-335-6682 dconway@odessa.edu

Shena Green 432-335-6677 sgreen@odessa.edu

Bookstore - Molder, Sammie Manager 432-335-6654 smolder@odessa.edu

Business Office - Pollock, Debbie Manager 432-335-6600 dpollock@odessa.ed

Computer Services - Carson, David Director 432-335-6649 dcarson@odessa.edu

Counseling - Kunkel, Martha Director 432-335-6346 mkunkel@odessa.edu

Help Desk (Student Learning Center) - Diana Lujan 432-335-6538 dlujan@odessa.edu

Financial Aid and Scholarship - Nesmith, Dee Director 432-335-6429 dnesmith@odessa.edu

Library -Petersen, Carolyn Director 432-335-6641 cpetersen@odessa.edu

Student Email Problems - Cannady, Patrick 335-6615 , pcannady@odessa.edu SUB-101A for all problems concerning student email.

Testing Center/Career Center - Pease, Terri Coordinator 432-335-6816 thilliard@odessa.edu


Vice President of Instruction - Dr. Tunstall 432-335-6413 ktunstall@odessa.edu

Vice President of Student Services - Bauske, Dr. David 432-335-6683 dbauske@odessa.edu

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