

Basic Course Information

Semester	Fall 2015	Instructor Name	Norma M. Villicana
Course Title & #	Political Science 102 – American Govt. and Politics	Email	norma.villicana@imperial.edu
CRN #	10604	Webpage (optional)	
Room	411	Office	Room 809
Class Dates	08/17/15 to 12/11/15	Office Hours	By Appointment
Class Days	Monday	Office Phone #	(760) 960-1460
Class Times	6:30 p.m. – 9:40 p.m.		
Units	3 units		

Course Description

This course examines the origin, development and operation of local, state and national political institutions within the United States, emphasizing the contemporary operations of the American political system. Students will gain an understanding of important American documents, the rights and powers provided therein, and the structure of the American system of government.

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Develop an understanding of civic responsibility. (IL03, IL05)
2. Participate in activities that promote the public good (e.g., the voting process, jury duty, community service. (IL01, IL03, IL05)
3. Examine the election and voting process. (IL02, IL04, IL05)

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Demonstrate an understanding of the Articles of Confederation and the principal reasons why they are replaced by the Constitution.
2. Demonstrate an understanding of the Declaration of Independence concerning American political philosophy.
3. Demonstrate an understanding of the amendment process and the evolution of the concept of federalism.
4. Demonstrate an understanding of the significance of the Bill of Rights and the continuing debate over civil liberties.
5. Demonstrate an understanding of the role of public opinion, the media, political parties, lobbying, and interest groups within the U.S. political system.
6. Demonstrate an understanding of the election process, including political campaigns and voter behavior.
7. Demonstrate an understanding of the formal structure of Congress, the committee system, the legislative process and congressional powers.
8. Demonstrate an understanding of the principal powers of the presidency and how they expanded dramatically in the 20th century.
9. Demonstrate an understanding of the bureaucracy, the judicial system and how it is affected by critical issues in American society.
10. Demonstrate an understanding of organization structure, powers, and the challenges confronting California's state and local governments.

Textbooks & Other Resources or Links

American Democracy Now, Brigid Harrison, Jean Harris, Michelle Deardorff, 3rd edition, 2013 (**REQUIRED**)

- Textbook website: http://highered.mcgraw-hill.com/sites/007352638x/student_view0/
- ISBN #978-1-259-42837-1

Governing California, Lawrence L. Giventer, 2nd edition, 2008. (**REQUIRED**)

- Textbook website: http://highered.mcgraw-hill.com/sites/007352639x/student_view0/
- ISBN #978-0-07-352633-1

Class Learning Format

This course will consist of a combination of lectures, class discussions, assigned readings, videos, individual projects, out-of-class assignments, and exams. *The mutual sharing of ideas and respect for diversity of opinions will be encouraged and safeguarded.*

Students are expected to arrive promptly at each class session having completed the assigned readings. Students are advised to take notes from lectures as lecture material is stressed on graded assignments. Student study groups are also encouraged.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

The final grade will be the total score of all graded course assignments. The graded assignments will consist of **four multi-chapter unit exams, four homework assignments, two group projects, participation and attendance score, and a non-cumulative final exam.** The exams and final may include any combination of objective (T/F, multiple choice or fill-in questions, and short answer (definition/identifications). Students are responsible for providing their own text materials. *A study guide will be provided for each exam.*

Exams (150 points)

Four (4) multi-chapter unit exams worth 50 points each will be given based on text readings, lecture material and multimedia presentation. The lowest exam score will be dropped, therefore, **make-up exams will not be given.**

Assignments (80 points)

Four (4) homework assignments worth 20 points each will be based on readings and lectures. Guidelines and instructions for each assignment will be provided at a later date.

Individual/Group Projects (50 points)

Two (2) individual/group assignments worth 25 points each will be completed in class. Specific requirements will be discussed in class and/or by handout.

Class Participation (50 points)

Students are encouraged to participate in all class discussions. Do not be afraid to engage in a discussion. Political opinions can be very controversial so remember to be respectful of all students.

Final Exam (70 points)

The final examination will be based on assigned readings and materials. There will be a Final Exam Review one week before the exam.

General Grading Rubric for Assignments

A	Focused and clearly organized. Contains advanced critical thinking and content analysis. Convincing evidence is provided to support conclusions. Language is precise and ideas are clearly communicated. Clearly meets or exceeds assignment requirements.
B	Generally focused and contains some development of ideas, but the writing may be simplistic or repetitive. Evidence is provided to support conclusions. May have occasional grammatical errors. Meets assignment requirements.
C	May be somewhat unfocused, underdeveloped, or rambling, but it does have some coherence. Some evidence is provided which supports conclusions. May have several grammatical errors. Meets minimum assignment requirements.
D	Unfocused, underdeveloped, and/or rambling. Minimal evidence is used to support conclusions. May contain serious grammatical errors that prevent an overall understanding. Does not respond appropriately to the assignment.
F	Minimal effort by student. Unfocused, underdeveloped, and/or rambling. May be too short or brief. Evidence is not used to support conclusions. May contain serious grammatical errors that block overall understanding. Does not meet assignment requirements.

Graded Assignments

Points Possible

- | | |
|---|-----------|
| • Exams (4 x 50) – lowest score dropped | 150 |
| • Assignments (4 x 20) | 80 |
| • Individual/Group Project (2x 25) | 50 |
| • Participation/Attendance | 50 |
| • Final Exam | <u>70</u> |

Total 400

- Extra Credit: Opportunities for extra credit will be announced during the course.

FINAL GRADES	
360 – 400 points =	A
320 – 359 points =	B
280 – 319 points =	C
240 – 279 points =	D
239 or less points =	F

Important Dates

- Deadline to drop full-term classes without owing fees and/or be eligible for refund – **August 29, 2015.**
- Deadline to drop class without a “W” appearing on transcript – **August 30, 2015.**
- Deadline to drop full-term classes – **November 7, 2015.**

Attendance

Students are expected to attend every class session.

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student’s status will be the same as that of any other student who desires to add a class. **It is the student’s responsibility to drop or officially withdraw from the class.** See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online

courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.

- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as ‘excused’ absences.

Classroom Etiquette

Students are expected to conduct themselves in a manner befitting a college.

- Electronic Devices: Cell phones and electronic devices *must* be turned off and put away during class unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Academic Honesty

IVC expects honesty and integrity from all students. Anyone caught cheating or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Acts of cheating include, but are not limited to the following:

Plagiarism is to take and present as one’s own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to ‘cite a source’ correctly, you must ask for help.

Cheating is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Help – Discretionary Section and Language

- Blackboard support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
- Learning Labs: There are several ‘labs’ on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Study Skills Center (library). Please speak to the instructor about labs unique to your specific program.
- Library Services: There is more to our library than just books. You have access to tutors in the Study Skills Center, study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313, if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- **Student Health Center** - A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC Student Health Center at 760-355-6128 in Room 1536 for more information.
- **Mental Health Counseling Services** – Short-term individual, couples, family and group therapy are provided to currently enrolled students. Contact the IVC Mental Health Counseling Services at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities, please refer to the IVC General Catalog available online at http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

Tentative Class Schedule /Assignments

The following schedule is subject to change as the instructor deems necessary in order to more fully integrate the objectives of the course, and to accommodate the scheduling of lecturers, guest speakers, class trips to campus support systems, student presentations and videos.

Date	Readings/Assignments and Topic	Activity
08/17/15	Course Overview and Introduction Introduction to <i>American Democracy Now</i> & <i>Governing California</i>	In-class discussion
	Part I – Foundations of American Democracy	
08/24/15	<i>People, Politics and Participation</i> Reading: <u>American Democracy Now</u> – Chapter 1 <u>Governing California</u> - Chapter 1 Review: The Constitution and Fascinating Facts About It	In-class discussion
08/31/15	<i>The Constitution</i> Reading: <u>American Democracy Now</u> – Chapter 2 <u>Governing California</u> – Chapter 2	In-class discussion Exam #1 Chapters 1-2 (Am Dem) Chapter 1-2 (California)
09/07/15	HOLIDAY – Labor Day	
09/14/15	<i>Federalism</i> Reading: <u>American Democracy Now</u> – Chapter 3 <u>Governing California</u> - Chapter 3	In-class discussion Assignment #1 Due

	Part II – Fundamental Principles	
09/21/15	<i>Civil Liberties</i> Reading: <u>American Democracy Now</u> – Chapter 4 <u>Governing California</u> – Chapter 6 Video: <i>A Class Apart</i>	In-class discussion Video
09/28/15	<i>Civil Rights</i> Reading: <u>American Democracy Now</u> - Chapter 5	In-class discussion Exam # 2 Chapters 3-5 (Am Dem) Chapters 3 (California)
	Part III – Linkages Between the People and Government	
10/05/15	<i>Political Socialization & Public Opinion and Interest Groups & The Media</i> Reading: <u>American Democracy Now</u> – Chapters 6-8	In-class discussion Assignment #2 Due
10/12/15	<i>Political Parties & Elections, Campaigns:</i> Reading: <u>American Democracy Now</u> – Chapters 9 <u>Governing California</u> – Chapter 7 Video: <i>The New Math of American Elections</i>	In-class discussion Video
	Part IV – Institutions of Government	
10/19/15	<i>Voting & Politics & Technology</i> Reading: <u>American Democracy Now</u> – Chapters 10-11	In-class discussion Exam #3 Chapters 6-11 (Am Dem) Chapters 6, 7 (California)
10/26/15	<i>Congress & The Presidency</i> Reading: <u>American Democracy Now</u> – Chapters 12-13 <u>Governing California</u> – Chapter 4	In class discussion Assignment #3 Due
11/02/15	<i>Bureaucracy</i> Reading: <u>American Democracy Now</u> – Chapter 14 <u>Governing California</u> – Chapter 5	In-class discussion
11/07/15	<i>Last day to withdraw from the class with a “W”.</i>	
	Part V- Public Policy	
11/09/15	<i>The Judiciary</i> Reading: <u>American Democracy Now</u> – Chapter 15	In class discussion Exam #4 Chapter 12-13(Am Dem) Chapters 4-5 (California)
11/16/15	<i>Economic Policy</i> Reading: <u>American Democracy Now</u> – Chapter 16 <u>Governing California</u> – Chapter 8	In class discussion Assignment #4 Due
11/23/15	Thanksgiving Week - Holiday	
11/30/15	<i>Domestic Policy</i> Reading: <u>American Democracy Now</u> – Chapter 17	In-class discussion Review for the Final
12/07/15	Final Examination	Final Exam Chapter 14-17(Am Dem) Chapter 8 (California)