Wednesday
R. Gutierrez
To contact me use Course Messages
Office Hours:

10am - 2pm M-Th

Learning Objectives:

Students will explain the function and responsibilities of the three branches of federal and Texas governments.

Students will demonstrate understanding of the basic structure and philosophy of the federal and Texas Constitutions.

Students will identify the major public issues in Texas government – financing of public schools, redistricting, prison reform, economics, and environmental issues.

Students will cite specific examples of the freedoms that are protected in the Bill of Rights found in the United States Constitution.

Students will explain how bills become law in state and federal governments – the role of interest groups and the function of legislative committees.

Students will explain the function and organization of courts at both federal and state levels.

Students will describe the electoral process including voting requirements, voter responsibilities, and federal, state, and local elections.

Political Science 2311 is a survey course that covers the basic organization and functions of the government at the federal, state, and local levels. The purpose of the class is to help students gain a better understanding of the political systems in the United States and to hopefully increase the interest and more importantly, the participation level of all the students. Survey courses by nature cover a great deal of information. While you are not required to retain all the details, it is important that you have a working knowledge of how governments work in the United States. Democracies require the participation of their citizens or they will, in the long run, fail. This is especially critical in a diverse nation such as the United States. People need to feel that they have
a voice and that their participation has purpose. The course will cover a review of the Presidency, Congress and the federal judiciary from the constitutional perspective as well as an overview of state and local governments.

This class is an asynchronous class which means you are not required to meet at specific times nor do you need to check in at specified times. Please note the chapter reading assignments will be available only on Tuesdays, while the chapter quizzes are all on Wednesdays.

I would encourage you to check the home page for any additional assignments and lectures notes and other updates.

Be certain to follow the instructions for the online assignments.

Students are also expected to abide by all University rules and procedures.

It is also the student’s responsibility to drop if they so decide. Please note the drop date on the schedule. **Students who wish to drop past the date will not receive a W.**

Students are expected to immerse themselves in current events. **The El Paso Times** is the major source for local current events. The app is free. For more in-depth articles try El Paso Inc. that comes out weekly. All news sources are biased. It is a good idea to look at different sources. For questions on the final exam on current events I will use CNN and Fox News both of which are available without cost to you. You do not have to read any articles but just do a quick review of what is posted. The news moves fast so it is a good idea to check daily.

This is an election year. At the federal level a president, 33 U.S. Senators, all 435 U.S. Representatives will be elected. At the state level a governor and all members of the state legislature will be elected.

At the local level there is an election for mayor, city and county representatives, other officers and judges.

This is an extremely important election and as citizens of the United States it is your responsibility to vote. In Texas you need to register at least 30 days before the election which is on Tuesday November 3rd. If you do not live in Texas you need to contact the city and state in which you are registered to request an absentee ballot. Do this early so you can mark your ballot and return it in time for it to be counted.
With an online class there are always technology issues. I have no control over your servers or computers. Those issues are not an excuse for missing or for incomplete assignments. Issues with Connect can be addressed by contacting McGraw Hill or if the issue is at my end I can try to resolve it. It is important that any issues be addressed as soon as possible in order to be resolved. Further in this syllabus there are other sources that you can reach out to for assistance.

There is room on the point scale to allow you to do well even if you do not complete all the assignments. Do not panic if you miss an assignment or a quiz.

Below are the instructions for how to access the ebook for this class. If you order directly from McGraw Hill the cost is $85, from the bookstore it will be $90. There are no print copies available because I have never used this text.

**STUDENT REGISTRATION AND SUPPORT**

[Connect/Blackboard Student Registration Instructions](https://mhedu.force.com/CXG/s/ContactUs)

Student-facing support:
P: 800-331-5094

[https://mhedu.force.com/CXG/s/ContactUs](https://mhedu.force.com/CXG/s/ContactUs)

The chapter reading assignments will be available the day before the quiz which is Tuesday. You may spend as much time on the assignment as needed to earn the 10 points. If you do not finish you will still receive points for however much you did complete. Reading the chapter carefully and completing the assignment will help you to do well on the quiz in addition to earning the 10 points. The window will be open all day on Tuesday.

The quizzes will be on Wednesday. The window will be open all day. The quizzes are timed, 15 minutes, and once you start you must finish. You cannot exit and return. When the time expires you will be stopped and will receive credit for how many questions you did get correct.

The grade scale is based on points earned, not percentages. Blackboard requires percentages which is why they are posted.
Grade Point Scale:
Based on 13 chapters in your text:
13 Reviews - 10 points each: total 130
13 Quizzes - 20 points each: total 260
Final Exam - 125 points: lectures and current events
A = 470+
B = 410+
C = 280+

I understand that for many different reasons students struggle with required core courses. In addition we are all dealing with the covid pandemic and the uncertainties of the time that can result in frustration and anxiety. If your concern is to pass then you only need to earn a total of 280 points on the online reading assignments and quizzes. Once you have reached that total you have earned the C and nothing else is required. If you would like to earn a B or an A then you will need to continue to take the online assignments and take the final exam.

Schedule of assignments: Note the chapter #s . - Reading Assignments on Tuesday: Quizzes on Wednesday - access all the assignments and quizzes directly from the home page.

September 8    Ch. 1:   Reading Assignment - September 9:    Quiz 1/Ch. 1
September 15  Ch. 3:   Reading Assignment - September 16:  Quiz 2/ Ch. 3
September 22  Ch. 6:   Reading Assignment - September 23:   Quiz 3/ Ch. 6
September 29  Ch. 7:   Reading Assignment - September 30:   Quiz 4/ Ch. 7
October 6         Ch. 8:   Reading Assignment - October 7:     Quiz 5/ Ch. 8
October 13    Ch. 9:   Reading Assignment - October 14:      Quiz 6/ Ch. 9
October 20    Ch. 10: Reading Assignment - October 21:       Quiz 7/ Ch. 10
October 27    Ch. 11: Reading Assignment - October 28:       Quiz 8/ Ch. 11
November 3    Ch. 14: Reading Assignment - November 4:       Quiz 9/ Ch. 14
November 10   Ch. 16: Reading Assignment - November 11:      Quiz 10/ Ch. 16
November 17   Ch. 17: Reading Assignment - November 18:      Quiz 11/Ch. 17
November 24   Ch. 18: Reading Assignment - November 25:      Quiz 12/Ch. 18
December 1  Ch. 19: Reading Assignment - December 2:       Quiz 13/Ch. 19
December 9  Final Exam

Powerpoint presentations will be posted on course messages. Recorded lectures will be available through blackboard collaborative. The link is on the home page. Both the notes and the lectures will be available until Wednesday November 25.

**ALTERNATIVE MEANS OF SUBMITTING WORK IN CASE OF TECHNICAL ISSUES**

I strongly suggest that you submit your work with plenty of time to spare in the event that you have a technical issue with the course website, network, and/or your computer. I also suggest you save all your work (answers to discussion points, quizzes, exams, and essays) in a separate Word document as a back-up. This way, you will have evidence that you completed the work and will not lose credit. If you are experiencing difficulties submitting your work through the course website, please contact the UTEP Help Desk. You can email me your back-up document as a last resort.

**INCOMPLETE GRADE POLICY**

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

**ACCOMMODATIONS POLICY**

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the [UTEP Center for Accommodations and Support Services](https://www.utep.edu/cass) (CASS). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the [CASS portal](https://www.utep.edu/cass).
COVID-19 Accommodations
Students are not permitted on campus when they have a positive COVID-19 test, exposure or symptoms. If you are not permitted on campus, you should contact me as soon as possible so we can arrange necessary and appropriate accommodations. (classes with on-campus meetings) Students who are considered high risk according to CDC guidelines and/or those who live with individuals who are considered high risk may contact Center for Accommodations and Support Services (CASS) to discuss temporary accommodations for on-campus courses and activities.

SCHOLASTIC INTEGRITY
Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the Office of Student Conduct and Conflict Resolution (OSCCR) for possible disciplinary action. To learn more, please visit HOOP: Student Conduct and Discipline.

CLASS RECORDINGS
The use of recordings will enable you to have access to class lectures, group discussions, and so on in the event you miss a synchronous or in-person class meeting due to illness or other extenuating circumstance. Our use of such technology is governed by the Federal Educational Rights and Privacy Act (FERPA) and UTEP’s acceptable-use policy. A recording of class sessions will be kept and stored by UTEP, in accordance with FERPA and UTEP policies. Your instructor will not share the recordings of your class activities outside of course participants, which include your fellow students, teaching assistants, or graduate assistants, and any guest faculty or community-based learning partners with whom we may engage during a class session. You may not share recordings outside of this course. Doing so may result in disciplinary action.
TEST PROCTORING SOFTWARE

The quizzes will make use of Proctorio, which is McGraw Hill’s version of the Respondus Lock Down Browser and Respondus Monitor inside of Blackboard to promote academic integrity. You are encouraged to learn more about how to use these programs prior to the first test.

Please review the following guidelines:

The assessments will only be available at the times identified on the course calendar.
You may take the test at any time during the 24-hour window.
A reliable Internet connection is essential to completing the exam. If you must go to a location to take the exam (such as the library), be sure to follow their health and safety requirements.
You have 1 attempt to take the test. Once the window closes, your answers will be saved, and no changes can be made. The higher score will be recorded.
Respondus Lockdown Browser will require that all internet tabs are closed prior to the start of the test.
Respondus Monitor requires a webcam and microphone.
You will be required to show the webcam your student ID prior to the start of the test.
Your face should be completely visible during the test. Blocking the camera will disable the test.
No notes or textbook materials are permitted during the test. Respondus Monitor requires you to take a video of your surrounding area (desk, chair, walls, etc.)
You should not have conversations with other people and/or leave and return to the area during the test.

PLAGIARISM DETECTING SOFTWARE

Some of your course work and assessments may submitted to SafeAssign, a plagiarism detecting software. SafeAssign is used review assignment submissions for originality and will help you learn how to properly attribute sources rather than paraphrase.
Course Resources: Where you can go for assistance

UTEP provides a variety of student services and support:

Technology Resources

Help Desk: Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus.

Academic Resources

UTEP Library: Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.

University Writing Center (UWC): Submit papers here for assistance with writing style and formatting, ask a tutor for help and explore other writing resources.

Math Tutoring Center (MaRCS): Ask a tutor for help and explore other available math resources.

History Tutoring Center (HTC): Receive assistance with writing history papers, get help from a tutor and explore other history resources.

RefWorks: A bibliographic citation tool; check out the RefWorks tutorial and Fact Sheet and Quick-Start Guide.

Individual Resources

Military Student Success Center: Assists personnel in any branch of service to reach their educational goals.

Center for Accommodations and Support Services: Assists students with ADA-related accommodations for coursework, housing, and internships.

Counseling and Psychological Services: Provides a variety of counseling services including individual, couples, and group sessions as well as career and disability assessments.