R. Gutierrez
To contact me use Course Messages on Home Page
Office Hours: 10:00am - 3:00 pm: Mon - Thr: 10:00 am - noon on Fri.

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 and explain major public issues in Texas – 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 that will encourage and enable them to be active citizens at all levels of government. 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.

I would encourage you to check the home page regularly 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.**

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. However,
there are many different sources that you can reach out to for assistance. It is important to
address any issues once they come up. Do not wait to let me know if you do miss assignments.

There is room on the point scale to allow you to still do well even if you do not complete all the
assignments. Missing a quiz will not result in failure. I will work with you when extenuating
events keep you from taking the quizzes.

I decided to not require a textbook for this class to save you some money. This will require that
you read the notes I post and to review the lectures. All the quizzes will be based on these two
sources in addition to some current events.

This is the same format that I use in my live classes. If you listen to the lectures and read the
powerpoints or notes; I sometimes will say things that you should know this or someone will ask
you about this. These are hints of things that you will need to look up for on your own.

You will need a copy of the United States Constitution which will be the text for this class.

This will be the format for the class:

Mondays and Tuesdays of the each week lectures and powerpoints will be posted. Thursday of
every week starting January 28 there will be a quiz on the powerpoints and lectures of that week.
Each quiz will have 20 questions and they will be timed. The window for the quizzes will be
from 12:30 am until the end of the day. You need to download the respondus lockdown browser
in order to take the quizzes. You can find the link to the browser in the tools section on the left
hand side of the home page. There is more information on the browser further down on this
syllabus.
I use a point system to calculate your grade which means you should not be concerned with the percentage of correct answers but only the number. Blackboard requires a value be entered which is why the percentage appears but please disregard it.

Please pay attention to the schedule of quizzes.

All the information for this class will be on the homepage so you do not have to look in any other place.
Scores for the quizzes will be posted on blackboard. If your score does not appear, or if you have a question, do not wait to ask about it.

The final exam is cumulative, it will cover all the lectures and powerpoints plus a few current events. Note the following point scale. Once you have accumulated enough points to pass with a C you can stop. If you want a higher grade then continue taking the quizzes as well as the final exam.

The grade scale is based on points earned, not percentages. Blackboard requires percentages which is why they are posted on blackboard. My advice to you is ignore the percentages.

Scale:

Grade Point Scale:
260 points - 13 quizzes
125 points - final exam
A = 320+
B = 285+
C = 110+

I understand that for many different reasons students struggle with required core courses. In addition, with the many issues arising as a result of the covid pandemic, if your concern is to pass and then you only need to earn a total of 110 points on the online 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 quizzes, and take the final exam.
TEST PROCTORING SOFTWARE

Quizzes and the final exams will make use of Respondus Lock Down Browser and Respondus Monitor inside of Blackboard. 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 only 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. 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.

Schedule of quizzes:

January 19 - classes start - Read syllabus: download the respondus browser, be ready for quizzes
Thursday January 28 - Quiz 1: the first two weeks of powerpoints
Thursday February 4 - Quiz 2: powerpoints and lectures from Feb 1 - 2.
Thursday February 11 - Quiz 3: powerpoints and lectures from Feb. 8-9
Thursday February 18 - Quiz 4: powerpoints and lectures from Feb. 15 -16
Thursday February 25 - Quiz 5: powerpoints and lectures from Feb. 22 - 23
Thursday March 4 - Quiz 6: Powerpoints and lectures from March 1 - 2
Thursday March 11 - Quiz 7: Powerpoints and lectures from March 8 - 9
March 15 - 20: Spring break
Thursday March 25 - Quiz 8: powerpoints and lectures from March 22 - 23
Thursday April 1 - Quiz 9: powerpoints and lectures from March 29 - 30
Thursday April 8 - Quiz 10: powerpoints and lectures from April 5 - 6
Thursday: April 15 - Quiz 11: powerpoints and lectures from April 12 -13
Thursday April 22 - Quiz 12: powerpoints and lectures from April 19 - 20
Thursday April 29 - Quiz 13: powerpoints and lectures from April 26 - 27
Thursday May 6 - Final Exam: cumulative

Please disregard the percentages as previously stated. Your concern is the number of points you have accumulated. Note the broad range for Cs. Barring a major setback you should all pass. Please do not wait to let me know if you are not able to take a quiz on course messages. I will work with you as long as the misses do not become a habit. Feel free to ask me of the TA any questions you may have before on the notes before the quiz. We are here to help you in any way that we can to ensure that you pass this class.

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 (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.

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 one's 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.

**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.