

SCHOOL
DEPARTMENT OF POLITICAL SCIENCE

Political Science 101:
Introduction to American Government
SEMESTER/QUARTER #00000
DAY/TIME/LOCATION

Instructor: E. Stefan Kehlenbach

Email: EMAIL

Office Hours: By Appointment

The instructor reserves the right to modify, add, or remove any course requirement as the individual needs of the semester require. Should such modification occur, the instructor will provide documentation of the change and a new version of the syllabus.

Course Description: Political Science 101 is an introduction to the study of government and politics in the United States. The study of politics is, fundamentally, the study of power relationships; that is, the interaction between the people and institutions that rule and the individuals that are subject to that rule. The study of government is the study of the structures that are in place to develop and use that power. During the course of this semester we will study the foundation of the United States government and come to understand how the democratic ideals set forth in our founding documents, such as the Constitution and Declaration of Independence, shape the institutions of government that we interact with today.

Course Materials:

American Government - An OpenStax textbook

Authors: Krutz; **ISBN-13:** 978-1-938168-17-8

This class utilizes Open Educational Resources (OER). This textbook is available for free, (with a small suggested donation) online at openstax.org. You may order a physical copy of the textbook, or use the online version for free.

Student Learning Outcomes:

At the completion of this course, students will be able to:

1. Identify and evaluate institutions and political processes within the United States and California.
 2. Analyze the role of culture, diversity and ideology in shaping public opinion and public policy in the United States and California.
 3. Analyze how to effectively participate in politics at the national, state, county and/or city levels.
 4. Explain the civil liberties and civil rights of individuals as articulated in the U.S. Constitution and federal court decisions.
 5. Discuss and analyze contemporary political issues and operations in the United States and California.
 6. Explain the founding and development of the U.S. Constitution.
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Class Assignments:

Module Tests	40%
Exploratory Assignments	30%
Discussion Boards	30%

Assignments Information:

Students will be assessed through a variety of methods designed to test objective knowledge of the subject matter discussed, the ability to synthesize this material into a coherent argument that demonstrates a fully understanding and exploratory work that showcases the ability to do individual research and understand concepts as they exist outside of the class. This is broken down into several main categories.

Module Tests

There are 4 module tests, to be completed at the conclusion of each Class Module. These tests consist of fill in the blank questions, multiple choice questions and matching questions. They will deal with direct comprehension of material discussed. These module tests are considered "Mastery" tests. You can retake these tests as many times as you would like, but you must receive an 80% on the test to move on to the next module. .

Exploratory Assignments

There are 4 exploratory projects. These projects will involve the student to complete outside research, both guided and independent and then present these findings to the class.

A note on accessibility: 3 of these assignments require you to go to an external website. These websites may not work if you use a screen-reader or other device. If this is the case, please contact me and I will provide you will an accessible document that contains the Bill, Interest Group or Ballot Measure of your choice.

Discussion Boards

The discussion boards will be graded individually. Each discussion board post will require one full answer and 2 comments on other answers.

Letter Grade Distribution:

$\geq 90.00\%$	A	60.00% - 69.99%	D
80.00% - 89.99%	B	$\leq 59.99\%$	F
70.00% - 79.99%	C		

All grade tracking will be done through the class Canvas website. This is to be considered the official record of class grades. If you feel there is a discrepancy or problem between the course syllabus and the Canvas grade it is the student's responsibility to contact the instructor to resolve it. At the conclusion of the course, the Canvas grade will be considered the final and binding grade for the course.

Grading Comments:

- Expected response times for grading are generally 1 week after due dates.
 - View grading comments by clicking on Grades in the course navigation menu and click on Assignment Comments and Rubric Results.
 - Questions about grading comments should be directed to me via the Canvas Inbox or direct email. There is a comment feature within assignment submissions but those can sometimes get buried, so an Inbox message or direct email is best to make sure I see it and receive a quick response.
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Class Decorum and Other Policies:

- **Communication:**
 - The primary sources of communication in this course will be through the discussion board and by email. Please be sure to have a current working email address in your Canvas profile. Personal Issues: For questions regarding personal issues such as a grade on a specific assignment, please communicate with me via email. I will generally respond to emails within 24 hours between Monday 9am and Friday 4pm. Emails received over the weekend will be answered on Monday.
- **Assignment and Course Questions:**
 - For questions about specific assignments, course or Canvas, please refer to our ?Course Questions? discussion board. If an answer to your question cannot be found, please post a question on our discussion board. Students are encouraged to post answers to each other's questions. I will check the board to post answers during the school week.
- **Attendance Policy:**

- In accordance with the college drop policy, students who do not access the class web site or submit the "first assignments" by the due date may be dropped as a no show. Students who fail to turn in the weekly assignments and or participate in the discussion boards will be considered "absent" and may be dropped from the class for "excessive absence."
- Students are responsible to officially drop the class or they will receive a letter grade based on their performance. The First Assignment is the first Discussion Board post in Module 1, Lesson 1. You must complete 75% of all discussion boards to be considered in "Good Standing," failure to do so may result in being dropped from the class. This means you can miss NO MORE THAN 3 discussion board posts.

- **Expectations:**

- This is a college level course. Many students expect that an online course will be easier, or entail less time. This is not true. This online class will take just as much time as a traditional classroom course. College credits are based on the Carnegie Unit, the structure of the US Education system, for a system of "units". One semester unit represents one lecture hour of required classroom time and two hours of student preparation time. This means you should expect to spend between 8-10 hours per week on this course.

- **Netiquette (Net Etiquette)**

Netiquette or Net Etiquette refers to the acceptable standards of behavior when interacting in an online environment. There are a few simple rules:

- **Be Respectful of Others:** It is important to be courteous and respectful of others time, bandwidth, and opinions; behave in a manner that is professional; never "say" anything online that you wouldn't be willing to say to someone in person; remember that there are many different viewpoints, beliefs and ideas "embrace the variety, you may change your opinion" understand that we may disagree as it is part of the learning experience "if you do disagree, remember to challenge the idea and not the person; be open minded and listen to other's thoughts and ideas.
- **Privacy:** Posting private information in the wrong place can have serious consequences. Respect the privacy of classmates and what is shared in the course.
- **Appropriate Language and Communication:** Check your writing for errors before posting, either use a word processing program (such as Word) or use the spell check tool in the text boxes within the course. Use proper spelling and grammar. Refrain from using social media abbreviations (e.g. lol, omg, lmao, etc.) and any inappropriate or offensive words. Remember do not type in all capital letters "it is the same as yelling at someone and is considered rude. Be careful with the use of humor and sarcasm, both can be easily misunderstood without the benefit of seeing facial expressions and hearing inflection and tone of voice.

- Just the Facts: Respect other people's time by keeping messages, posts, and comments short and to-the-point. Support stated opinions with facts and reliable sources. Review all discussion posts before posting your own to avoid redundancy. Remember to be friendly, positive, and self-reflective when participating.
- Academic Honesty Policy:
COLLEGE is committed to maintaining academic integrity throughout the college community. Academic dishonesty is a serious offense that can diminish the quality of scholarship, the academic environment, the academic reputation and the quality of a Saddleback degree:
In cases of academic dishonesty by a student, a faculty member may:
 - Reduce the score on test(s) or assignment(s)
 - Reduce the grade in the course;
 - Fail the student in the course if the weight of the test(s) or assignment(s) warrants course failure;
 - Recommend suspension from the course (see further details in Student Handbook).
 Academic dishonesty includes but is not limited to:
 - Plagiarism - the intentional presentation of words, ideas or work of others as one's own. This includes but is not limited to: copying homework, using a work or portion of a work written or created by another but not crediting the source and using one's own work completed in a previous class for credit in another class without permission. The usual consequence of academic dishonesty is failure of the course and referral of the case to the appropriate dean for additional disciplinary action. Students may discuss assignments but are expected to complete all work independently.
 - Cheating During Examinations - includes, but is not limited to, unauthorized electronic assistance or devices, copying from another, looking at another student's exam and opening books when not authorized.
Any of these practices could result in charges of academic dishonesty.
- Students With Disabilities:
INSERT YOUR SCHOOL'S DISABILITY POLICY HERE
- **Grades**
 - Grades in the **C** range represent performance that **meets expectations**; Grades in the **B** range represent performance that is **substantially better** than the expectations; Grades in the **A** range represent work that is **excellent**.
 - Grades will be maintained in the MySite/Canvas course shell. Students are responsible for tracking their progress by referring to the online gradebook.
 - There are **NO** extra credit assignments or opportunities available in this class. Do not ask. Your grade will be based exclusively on the graded work that you do in this class.

- **Attendance and Absences**

- Attendance for this class is MANDATORY. Attendance will be taken in the form of the Reading Quizzes administered at the beginning of class.
- If you are late, it is your responsibility to sign the late sheet at the front of the class. It is not the Instructor's responsibility to remind you.
- Students wanting to add this section will need to be provided with a four digit add/authorization code. If you receive an add authorization code, you are responsible for completing the add process before the deadline to add. This deadline can be found in the Schedule of Classes available online. Add codes can be processed through your WebAdvisor account. If you fail to add the class by the deadline, you are not officially enrolled and college policy prohibits you from continuing to attend class.
- Be aware that your failure to pay fees/fines, to document prerequisites, to clear academic holds, or to navigate personal problems may hinder you from adding this section. Please allow sufficient time to take care of these issues before the deadline to add. Adding this course after the published deadline will require documented extenuating circumstances involving severe illness, accident, or death.
- The use of an add/authorization code issued to another student violates the Student Code of Conduct and the student will be referred to the Dean of Student Life for disciplinary action. The unauthorized use of an add code is grounds for removal from the course.
- If for any reason you miss a class, you are the only one responsible for making up the work and the class notes. I will not provide lecture notes or the powerpoint slides.
- You may withdraw from this course by using WebAdvisor prior to the drop deadline. The deadline is available on WebAdvisor by selecting "My Class Schedule/Deadlines" after logging in. If there is a hold restricting use of WebAdvisor for this purpose, you may bring a completed ADD/DROP card to the Admissions counter of the college and complete the process there. It is the student's responsibility to drop this class should he/she decide no longer to attend.

Tentative Course Outline:

The weekly coverage might change as it depends on the progress of the class. However, you must keep up with the reading assignments.

Week	Content
Week 1 - 2/13	<ul style="list-style-type: none"> • Introduction and Origins of Democracy <ul style="list-style-type: none"> - Reading assignment: Chapter 1
Week 2 - 2/20	<ul style="list-style-type: none"> • The Founding and Articles of Confederation <ul style="list-style-type: none"> - Reading assignment: Chapter 2
Week 3 - 2/27	<ul style="list-style-type: none"> • The Constitution: Ratification and Content <ul style="list-style-type: none"> - Reading assignment: Federalist Papers - Canvas Handout
Week 4 - 3/6	<ul style="list-style-type: none"> • Federalism <ul style="list-style-type: none"> - Reading assignment: Chapter 3
Week 5 - 3/13	<ul style="list-style-type: none"> • Test # 1 <ul style="list-style-type: none"> - Reading assignment: None
Week 6 - 3/20	<ul style="list-style-type: none"> • Congress and Lawmaking <ul style="list-style-type: none"> - Reading assignment: Chapter 11
Week 7 - 3/27	<ul style="list-style-type: none"> • The President <ul style="list-style-type: none"> - Reading assignment: Chapter 12
Week 8 - 4/3	<ul style="list-style-type: none"> • The Courts <ul style="list-style-type: none"> - Reading Assignment: Chapter 13
Spring Break - 4/10	
Week 9 - 4/17	<ul style="list-style-type: none"> • The Bureaucracy <ul style="list-style-type: none"> - Reading assignment: Chapter 15
Week 10 - 4/24	<ul style="list-style-type: none"> • Test #2 <ul style="list-style-type: none"> - Reading assignment: None
Week 11 - 5/1	<ul style="list-style-type: none"> • Interest Groups and Social Movements <ul style="list-style-type: none"> - Reading assignment: Chapter 10
Week 12 - 5/8	<ul style="list-style-type: none"> • Political Parties <ul style="list-style-type: none"> - Reading assignment: Chapter 9
Week 13 - 5/15	<ul style="list-style-type: none"> • Participation Voting and Elections <ul style="list-style-type: none"> - Reading assignment: Chapter 7
Week 14 - 5/22	<ul style="list-style-type: none"> • Civil Rights and Civil Liberties <ul style="list-style-type: none"> - Reading assignment: Chapter 5
Week 15 - 5/29	<ul style="list-style-type: none"> • California Politics <ul style="list-style-type: none"> - Reading assignment: TBA
Finals Week, - 6/5	<ul style="list-style-type: none"> • Final Exam <ul style="list-style-type: none"> - Normal Class Time