Instructor: Dr. Peyton Gooch
E-mail: woffordgooch@sfasu.edu Email is the best way to reach me.
Phone: 936-468-4408
Office: Vera Dugas Liberal Arts North 112 (first floor of the Liberal Arts Building)
Office Hours: Tuesday 12:30-2:30pm
           Wednesday 8:30-9:30am
           Thursday 12:30-2:30pm

Course description:

SFA’s official course description reads, “Legislative, executive, and judicial functions in American and Texas
governments; public policy areas such as finance, social services, and foreign policy; Texas local and county

Course Communication:

Email and/or visiting office hours are the best ways to contact me. I will respond to email as soon as possible.
Typically, I respond within one business day, but it may take as many as two business days.

Familiarize yourself with D2L. Check the course’s D2L newsfeed and your D2L email frequently for course
updates, particularly syllabus updates. Several course readings will appear on D2L under the Content tab.

To learn more about using D2L, visit http://sfaonline.sfasu.edu. For technical support, contact the Office of
Instructional Technology at d2l@sfasu.edu or 936-468-1919. For general computer support (not D2L related),
contact the Technical Support Center at 936-468-4357 or helpdesk@sfasu.edu.

Books:

1) American Government: Readings and Cases by Peter Woll (You’ll need the 19th edition)
   a. ISBN: 9780205116140
2) Texas Government: Structures & Functions edited by Alan Baily
   a. ISBN: 9781524922481

Both texts are required. Chapter and item numbers may differ in older editions. If you use older editions, you
are responsible for reading the correct content if/when chapter and item numbers differ from those listed on
the syllabus.
Course Components:

Each course component is a percentage (or weight) of your final course grade. See tables below. Grades are non-negotiable. Late assignments are not accepted. Extra credit is not offered. I expect you to have read and understood SFA’s academic honesty policies (see below). The penalties for plagiarism, cheating, and other failures of academic integrity are outlined in the Academic Honesty section of this syllabus (see below).

Class Engagement – 30%
Engaging in civil discourse, the respectful exchange of ideas, is a course requirement. To this end, I encourage you to ask questions and think aloud in class discussion. If followed, the guidelines for class meetings described below will facilitate civil discourse. I expect you to have read and understood the information in the Guidelines for Class Meetings section of this syllabus (see below). Failure to follow these guidelines will negatively impact your grade in the course.

Expect unannounced (i.e., pop) quizzes throughout the semester. Quizzes are administered in class. Students who arrive late or leave early will earn a zero on that day’s quiz. Quizzes include multiple choice and short answer questions. To prepare for quizzes, complete the required reading, review D2L materials, review notes from the previous class, and otherwise retain and engage with the course material.

Study Questions – 35%
You will submit a series of graded study questions about the assigned readings. See D2L for more information. Please review the sample study questions for information about formatting, length, and style. Bring a typed copy of your completed study questions to class according to the course schedule (see below). Study questions that appear in my department mailbox, under my office door, or in my email inbox will earn a grade of zero. Use study questions as opportunities to practice expressing yourself in English prose. Proofread your work. Avoid violating the rules of usage and principles of composition. Do not include outside research or a works cited, bibliography, or foot/endnotes. However, if you quote from the assigned reading, I expect you to provide the page number. See below for information about what constitutes plagiarism and other forms of academic dishonesty.

Final Exam – 35%
Unless I notify you otherwise, the final exam will be administered according to the course schedule (see below). It will include multiple choice and short answer questions drawn from required reading, lesson material, and class discussion. You are responsible for all of these components.

Early Submission and Makeup Work
Avoid missing class. Meet the deadlines outlined in the course schedule. If you miss coursework due to documented illness, documented emergency, or a documented University-related activity, it is your responsibility to request makeup work. Acceptable documentation, evaluated on a case-by-case basis, is required to complete make up work or submit late work. It is your responsibility to provide this documentation. If the absence meets the above criteria, we will discuss options for completing the missed coursework. If you know you will miss class or coursework ahead of time for unavoidable medical, personal, or University-related reasons, it is your responsibility to notify me as soon as possible, provide documentation, and submit any missed coursework either early or upon your return to class. Once you return, we can discuss options for missed quizzes. Select examples of these situations include surgery, military service, jury duty, and intercollegiate athletic events.
Guidelines for Class Meetings:

Professional engagement in class requires consistent preparation, attendance, punctuality, and attentiveness.

**Preparedness:** Meaningful participation during class depends on reading the assigned material *before* class and having that material with you *in* class for reference. Complete the required reading and assignments *before* class begins. Bring all readings with you. Print D2L readings and bring them to class.

**Attendance:** Students with seven (7) or more absences will **automatically fail** the course. Students who accumulate six (6) absences will receive a warning email from me copied to the Dean of the College of Liberal and Applied Arts.

**Punctuality and Attentiveness:** I expect you be ready to take notes and participate in each class meeting from start to finish. Unless you have discussed it with me beforehand, late arrivals and/or early departures are prohibited. Students who arrive late or depart early will be counted absent and earn a zero for the day’s quiz.

**Electronics:** Personal electronics have a negative impact on attentiveness and retention. As such, no phones and no laptops. Take notes with pen and paper. Phones tend to be the biggest temptation, so the following penalties describe phone use explicitly. These penalties, however, apply to the use of any electronic device, including recording audio or images. Students who use their phone, check their phone, have their phone in their lap/on their desk, or allow their phone to ring/vibrate (or be otherwise disruptive) during class will be counted absent, earn a zero on that day’s quiz, and be asked to leave the class. Students who ignore/violate the electronics policy a second time will earn a zero for the class engagement course component. To minimize disruption, circumstances that require phone use must be cleared with me before class begins.

**Inappropriate Conduct:** According to SFA’s Student Conduct Code (D-34.1), your behavior in class should not interfere with my ability to conduct the class or the ability of other students to learn from the instructional program. Students who disrupt the learning environment will be subject to penalties. This prohibition applies to all instructional forums. The instructor has full discretion over what classroom behavior is (in)appropriate.
**Tentative Course Schedule**

“The justification for a university is that it preserves the connection between knowledge and the zest of life, by uniting the young and the old in the imaginative consideration of learning.”

This calendar is subject to change. Complete reading and writing assignments **before** class time.

**AG = American Government: Readings and Cases**

**TG = Texas Government: Structures & Functions** (also called *Workbook*)

**D2L =** Print and read the article from D2L’s *Content* tab. Bring your printed copy to class.

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**Thursday, August 31 and Tuesday, September 5 – Our Project**

Read: All readings in the folder labeled **Our Project** under D2L’s content tab

Write: SQ 1 due in class on Tuesday, September 5

See D2L for detailed instructions. Be sure to bring a hard copy of your typed responses to class. Late study questions (SQs) will earn a grade of zero. Any electronic submissions of SQs will earn a grade of zero.

**Thursday, September 7 – A Revolutionary Experiment**

Read: * Chapter 1 in *American Government: Readings and Cases*, item 1

* All readings in the folder labeled **September 7** under D2L’s content tab

**Tuesday, September 12 and Thursday, September 14 – A Revolutionary Experiment**

Read: * All readings in the folder labeled **September 12 and 14** under D2L’s content tab

* Chapter 1 in *American Government: Readings and Cases*, items 1 through 5

Write: SQ 2 due in class on Tuesday, September 12

**Tuesday, September 19 and Thursday, September 21 – Legislative Power**

Read: * All readings in the folder labeled **September 19 and 21** under D2L’s content tab

* Chapter 8 in *American Government: Readings and Cases*, items 55, 56, and 58

**Tuesday, September 26 and Thursday, September 28 – Legislative Power**

Read: * All readings in the folder labeled **September 26 and 28** under D2L’s content tab

* Chapter 8 in *American Government: Readings and Cases*, items 59 through 62

Write: SQ 3 due at the start of class on Tuesday, September 26

**Tuesday, October 3 and Thursday, October 5 – Legislative Power**

Read: Chapter 1 in *Texas Government: Structures & Functions*
Tuesday, October 10 and Thursday, October 12 – Executive Power

Read: * Chapter 6 in *American Government: Readings and Cases*, items 46, 47, 51, and 52
* All readings in the folder labeled October 10 and 12 under D2L’s content tab

Write: SQ 4

Tuesday, October 17 and Thursday, October 19 – Executive Power

Read: * Chapter 6 in *American Government: Readings and Cases*, items 48, 49, 50
* Chapter 2 in *Texas Government: Structures & Functions*
* All readings in the folder labeled October 17 and 19 under D2L’s content tab

Tuesday, October 24 and Thursday, October 26 – Executive Power

Read: * Chapter 7 in *American Government: Readings and Cases*, items 53 and 54
* Chapter 8 in *American Government: Readings and Cases*, item 57
* Chapter 3 in *Texas Government: Structures & Functions*

Write: SQ 5

Tuesday, October 31 and Thursday, November 2 – Judicial Power

Read: * All readings in the folder labeled Nov. 7 and 9 under D2L’s content tab
* Chapter 9 in *American Government: Readings and Cases*, items 63 through 65

Tuesday, November 7 and Thursday, November 9 – Judicial Power

Read: * Chapter 9 in *American Government: Readings and Cases*, items 66 through 70
* All readings in the folder labeled Nov. 7 and 9 under D2L’s content tab

Write: SQ 6

Tuesday, November 14 and Thursday, November 16 – Judicial Power

Read: Chapter 4 in *Texas Government: Structures & Functions*

Tuesday, November 28 and Thursday, November 30 – Public Policy

Read: Chapters 5 and 7 in *Texas Government: Structures & Functions*

Tuesday, December 5 and Thursday, December 7 – Public Policy

Read: Chapters 5 and 7 in *Texas Government: Structures & Functions*

Thursday, December 14 from 10:30am to 12:30pm – Comprehensive Final Exam
STUDENTS WITH DISABILITIES
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

WITHHELD GRADES
The following is taken from SFASU’s Policy Manual (2011), “Semester Grades Policy” (A-54). At the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

ACADEMIC HONESTY
“Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.” - SFASU’s Policy Manual (2011), section on “Academic Integrity” (A-9)

Definition of Academic Dishonesty: Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit. Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp. All cases of academic dishonesty will be handled according to University policies and procedures (A-9.1). The consequences for academic dishonesty (e.g., plagiarizing or cheating) may range from a score of zero (0) on the assignment to an “F” for the course. For details, students should refer to the SFA Policy Manual (2015) or the University’s General Bulletin, 2014 – 2015 section entitled “Academic Integrity” and other sources of University policy.

ASSESSMENT
Each student will develop a well-written essay on a specific area of public policy. Your assignment must include one or more graphic representations of some aspect of the policy area. This assignment assesses your mastery of critical thinking and communication skills, two of the Core Curriculum Objectives assigned to this course by meeting the following guidelines:

Mastery of critical thinking:
- Clear and concise definitions of key terms in the public policy selected
- Correctly identifying and evaluating explanations for the public policy issue
- Evaluation of the advantages and disadvantages of the explanation(s) related to the public policy and the construction of a logical conclusion.

Mastery of communication:
- Organization and clarity in writing
- Content and accuracy of the information
- Correct use of grammar and syntax as well as relevant sources
- Use of appropriate sources for your assignment
- Extent to which visual aids (e.g., graphs) support your ideas and are seamlessly integrated into the work