

## ONLINE COURSE



### **POS 2041 • CRN: 14809** **American National Government**

### **Course Syllabus** **Spring Semester 2023** **January 6 – May 5, 2023**

### **Semester Hours: 3 • Pre-requisites: None**

*For any syllabus posted prior to the beginning of the term, the instructor reserves the right to make minor changes prior to or during the term. The instructor will notify students via e-mail or Canvas announcement when changes are made in the requirements and/or grading of the course.*

**Online Courses at Gulf Coast State College:** All online courses at GCSC utilize the Canvas Learning System. Students should read all information presented in the Canvas course site and should periodically check for updates--at least every 48 hours.

**Remember:** This course is designed to offer flexibility in completing Chapter and Unit assignments, while also following a Unit schedule. Each Unit contains multiple chapters, and each chapter contains learning modules, assignments, online lectures, online discussions, and/or online exams with due dates. Refer to the schedule within this syllabus for more information.

#### **Instructor Contact Information:**

Karen Williams, MPS, CERA  
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#### **Instructor Education:**

Associate in Arts, Political Science, Gulf  
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**Electronic Office Hours:** As this is an online course, there will be no on-campus office hours. If you have items to discuss or need assistance, please email, or send a Canvas message. Plan two business days for response.

**Required Textbook:** Ginsberg, Benjamin, Theodore Lowi, Margaret Weir, Caroline Tolbert, and Robert Spitzer. *We The People*, Gulf Coast State College Custom 13th Essentials Edition, New York: W. W. Norton & Co.; 2018. ISBN: 978-1-324-02268-8. Hard copies and electronic versions are available for purchase.

**Catalog Description:** A comprehensive examination of the theory, practice, ideals, and realities of government and politics in the United States. Major areas of study include behavior and participation, the legislative process, the presidency, the judicial process, and the administrative state.

**Teaching Techniques:** The means of content delivery for this course includes instructor-generated lectures, textbook readings, PowerPoint presentations, discussion board contributions, one-on-one correspondence, online videos, and supplementary websites. Each of these techniques support the broad goals of students learning the American political system in its most broad aspects and understanding the functions, processes, policies, and philosophical foundations of that system.

**Student Learning Outcomes:**

The successful POS 2041 experience will result in each student's ability to correctly describe, analyze, and evaluate the following concepts as demonstrated by student performance in written assignments, research, collaborative learning projects, objective and/or subjective test questions designed to gauge and reinforce critical thinking and communication skills.

1. Describe and analyze the foundations and development of the US government by examining historical events leading up to the Revolutionary War, the failure of the Articles of Confederation, and evaluating the content of the United States Constitution and its primary principles;
2. Discuss the political significance of civil rights protections and individual liberties in the US by describing the content and relevance of the Bill of Rights and other Constitutional Amendments, and by applying Constitutional principles to historical and contemporary issues;
3. Describe and evaluate the structure, roles, and powers of the institutions of American government, including contemporary public policymaking in economic, domestic, and foreign policy domains;
4. Describe and analyze relationships between the people and the government, specifically the role of civil society and political processes like elections and identify one's own ideological perspective(s).

**The Florida Civic Literacy Requirement:** The State of Florida recently adopted a new rule regarding Civic Literacy. The previous Civic Literacy rule required all students to successfully complete either AMH 2020 or POS 2041.

The new rule requires students to successfully pass AMH 2020 or POS 2041 **AND** achieve a passing score on a Department of Education-approved civics exam--including the Florida Civics Literacy Exam (FCLE).

The new rule applies for students who entered college beginning Fall Semester 2021. If you were continuously enrolled at Gulf Coast State College prior to Fall 2021, you will not need to complete the exam. This exemption does not, however, apply for dual-enrolled high school students.

The Division of Social Sciences has created a Preparation Module for students wishing to prepare for the Florida Civics Literacy Exam. The module is housed within a designated Canvas page. You can self-register for the Canvas Prep Module via the following link: <https://gcsc.instructure.com/enroll/FNC8GL>.

**Please Note:** The Florida Civics Literacy Exam is entirely separate from this course; thus, it is not part of your grade.

The Florida Civics Literacy Exam includes four competencies:

1. An understanding of the basic principles of American democracy and how they are applied in our republican form of government.
2. An understanding of the United States Constitution.
3. Knowledge of the founding documents and how they have shaped the nature and functions of our institutions of self-governance.
4. An understanding of landmark Supreme Court cases, legislation, and executive actions and how each have impacted law and society.

**Student Expectation Statement:**

Students will be expected to complete all course requirements through the GCSC Canvas LMS and take an active role in this course through listening to the lectures, reading the textbook, taking notes, and learning new and varied perspectives from their peers through the courteous and articulate discussion board posts. Communication should always be respectful, polite, and articulate – No hostility, vulgarity, or other harmful/discouraging/discriminatory language or action will be tolerated.

**Electronic Office Hours:** As this is an online course, there will be no on-campus office hours. If you have items to discuss or need assistance, please email, or send a Canvas message. Plan two business days for response. [Kwilliam1@gulfcoast.edu](mailto:Kwilliam1@gulfcoast.edu)

**Technology Requirements for this Course:** This course requires students to have access to a computer and the internet. For those students who do not own a computer, computer labs are available on the GCSC campus and in public libraries. Students without internet can come to the GCSC campus, go to local public libraries, coffee shops, etc.

Minimal technical skills required for this course; however, skills required include the ability to navigate the Microsoft Office Suite applications and Canvas.

**Technical Assistance:**

- Phone - Technical support is available 24 hours a day 7 days per week by calling (850) 913-3303.
- In-Person - Technicians are available, on the Panama City Campus, from 8:00 a.m. to 4:00 p.m. Monday through Friday.

**Course Requirements:** Take responsibility for your learning by:

- ✓ Listening to the lectures and taking notes accordingly.
- ✓ Reading the textbook.
- ✓ Utilize the Discussion Board and post as assigned.
- ✓ Complete all **three** Unit Examinations **AS SCHEDULED.**
  - Deadlines are non-negotiable; however,
  - If there is a conflict with the examination window, contact me well before the deadline and, on a case-by-case basis, you may take the exam early.
- ✓ Communicate any issues or questions in a timely manner.

**Respect deadlines – They are not guidelines.**

**Course Components:****Unit Timeline\***

- Unit I: TBD
  - Chapters 1, 2, and 3

- Unit II: TBD
  - Chapters 10, 11, 12, 13, and 7
- Unit III: TBD
  - Chapters 4, 5, 8, and 9

\*Pay attention to assignment deadlines. The total unit window contained above, does not reflect the window for all unit assignments.

### Unit Exams

There are three (3) unit exams, each worth 20% of the final grade. The exam will focus on the textbook chapters, chapter assignments, lectures, and any other supplemental information provided during the unit. Successful students will be those who listened to the lectures, read the chapters, completed the assignments, and utilized any other supplemental resources as provided by the professor. The exams will not be cumulative.

- Unit I Exam: Chapters 1, 2, and 3
  - **Deadline: Sunday, TBD**
- Unit II Exam: Chapters 10, 11, 12, 13, and 7
  - **Deadline: Sunday, TBD**
- Unit III Exam: Chapters 4, 5, 8, and 9
  - **Deadline: TBD**

### Chapter Quizzes

There will be a quiz for each of the Chapters. All Chapter Quizzes, for the associated Unit, will open at the beginning of the Unit Window and will close the Thursday preceding the Examination Window.

There will be one attempt per quiz and the quizzes are timed.

At the end of the semester, the lowest two quiz scores will be dropped, and the remaining ten scores will make up 20% of the final grade.

To successfully pass the chapter quizzes, you should listen to the lecture and read the chapter in the textbook. After the quiz closes, it is closed, and there will be no opportunity to make up quizzes you may have missed.

### Discussion Board Posts

There will be a total of ten discussion board posts required for this course. The ten posts consist of four original discussion board posts and six responses to classmate's posts over the duration of the course as outlined in this syllabus.

Each original discussion board post must be *at least* 250 words in length and submitted on time to receive full credit. The discussion board responses must be *at least* 100 words in length to receive full credit.

### Discussion Board Deadlines:

- Introduction: TBD
  - One 250-word Discussion Board post where you will introduce yourself.
    - What are your interests, some fun facts, etc.
    - What are the top two majors you are considering and why, or if you are already set in your major, what is it and why?
- Unit I: TBD
  - One original 250-word Discussion Board post
  - Two responses to classmates' post
- Unit II: TBD
  - One original 250-word Discussion Board post
  - Two responses to classmates' post
- Unit III: TBD
  - One original 250-word Discussion Board post
  - Two responses to classmates' post

### Discussion Board Points:

- Maximum Points:
  - Introduction Post: 10 points
  - Unit Discussion Board:
    - Original Post: 5 points
    - Responses: 5 points
- Discussion Board Grading Criteria:
  - Full 10-point credit will be achieved by:
    - A post consisting of *at least* 250-words, that is on topic, articulate, polite, ORIGINAL, and submitted by the deadline.
    - Two responses to classmates' posts that are EACH *at least* 100-words in length, articulate, polite, relevant, and submitted by the deadline.
  - **There will be no credit for Original Posts or Responses submitted after the deadline.**
  - Points will be deducted for posts that do not meet the assigned word minimums, are irrelevant to the course/discussion topic, are extremely poorly written, and/or lacking in effort.
    - Lacking in effort examples include summarizing/restating other classmate's post, copy and pasting text straight from the textbook, or essentially regurgitating, in its original form, any text in any form from an outside source.
  - Please be respectful and courteous when posting.

**Instructor Policies and General Information:** Be mindful of how you communicate with instructors. Proofread all correspondence prior to sending or posting, and always be respectful. Additionally, before sending the instructor a message, verify that the question or concern has not already been addressed via a Canvas course announcement, Canvas message, or this syllabus.

**Attendance Policy:** A student's acquisition of learning outcomes is tied to attendance. Excessive absences guarantee that a student has not had minimal exposure to enough of the student learning outcomes to receive credit for the course. As such, missing multiple class periods will likely lead to failure.

For an online course, attendance is measured by assignment submissions. To be counted present for the week's classes, students must submit at least one of the week's assignments. The only way to be successful in this course is to keep up with all the assigned readings, available lectures, and coursework.

**Make-Up Work Policy:** Students should be forewarned that policies on missed and late work in this class are strict and rigid with very few exceptions. Please acquaint yourself with the assignment deadlines now and plan ahead to ensure that you do not miss any assignments, exams, or assignment deadlines.

*Potential* exception circumstances to the zero-tolerance late policy:

Students should promptly contact me when any **unforeseen, legitimate circumstance beyond his/her control** (i.e., events that do not involve choice, like a documented illness or medical emergency) occurs that may result in a missed assignment deadline. However, since all chapter assignments open with each unit, students should be proactive by completing them early to avoid issues as deadlines approach. Students who foresee missing assignment and/or exam deadlines due to voluntary travel or other circumstances within the student's control should contact me and submit work *early*. Additionally, there is flexibility for exams to be opened early on a case-by-case basis but there is not flexibility for late submissions.

Likewise, note that a lack of access to internet services is not a valid excuse for missing or late work. As an online student, it is your responsibility to figure out a way to submit your work. The library on campus is open after hours and there are many public spaces with free Wi-Fi (your public library, Panera, McDonalds, etc.).

Take advantage of the Canvas app and other services on your phone as well, if possible.

Further, if Canvas is down or not letting you submit, you should email the assignment to me as an attached PDF or .docx file from your GCSC email account before the deadline for that assignment has passed.



**Division Policies Regarding COVID-19:** The health and safety of students and faculty are a priority. If you are sick with COVID symptoms, please stay home to protect others. Notify your professor of your condition by phone or email. If you test positive for the COVID virus, please inform your instructor(s) to make arrangements for course requirements and David Thomasee, Campus Safety & Security, at 873-3582. You will receive additional instructions at that time. Confidentiality will be maintained.

This information is subject to change. For the most recent information, please refer to the Gulf Coast State College website regarding COVID-19:

<https://www.gulfcoast.edu/covid-19-coronavirus.html>.

**Academic Integrity Policy:** Honest participation in academic endeavors fosters an environment in which optimal learning can take place and is consistent with the college's mission. Academic misconduct, including cheating or plagiarism, is destructive to the spirit of an educational environment. Social Science professors report every instance of student academic misconduct to the college for inclusion on the student's records. "Cheating" includes but is not limited to use of any unauthorized assistance in completing course work. "Plagiarism" includes, but is not limited to, the use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment as well as the purchase of papers or projects. "Self-plagiarism" occurs when a student submits the same or considerably similar document to fulfill requirements in different classes. For example, if a student submits a term paper in Religion they originally wrote for an English class, this is self-plagiarism. Once a paper receives a grade in one class, it cannot be submitted again for another class. Sanctions for incidences of academic misconduct, depending on the severity of the incident and/or its repetition, may range from receiving an F grade (or 0) for the test, assignment, or activity, to failure of the course, to suspension or dismissal from the college.

**Student Accessibility Statement:** Gulf Coast State College supports an inclusive learning environment for all students. If there are aspects of the instruction or design of this course that hinder your full participation, reasonable accommodations can be arranged. Prior to receiving accommodations, you must register with Student Accessibility Resources. Appropriate academic accommodations will be determined based on the documented needs of the student. For information regarding the registration process, email [sar@gulfcoast.edu](mailto:sar@gulfcoast.edu) or call 850-747-3243.

**Recording Lectures:** In accordance with federal and state privacy laws, students may record class lectures for their own personal educational use, in connection with a complaint to the college, or as evidence in internal or external legal proceedings. Students may not publish or upload the recordings or any components thereof without the knowledge and written permission of the faculty member. Failure to obtain permission to publish could lead to the students' having to pay damages, attorney fees, and court costs. For more information about what can be recorded, please see the guidelines on pages 36-38 in the GCSC Student Handbook:

<https://www.gulfcoast.edu/current-students/student-handbooks/2021-2022-student-handbook.pdf>



**Email & Voicemail Response Time:** Instructors will check and respond to messages sent to their gulfcoast.edu email within 48 hours during scheduled workdays, barring illness or emergencies. The instructor may not check email during holidays or weekends. This policy also applies to messages sent via Canvas, as well as voicemails left on a provided phone number.

**Attendance:** Regular class attendance and participation are significant factors that help to promote success in college. In face-to-face courses, students are required to be in class at the beginning of each class session, as attendance will be taken at this time. If a student arrives late, it is his/her responsibility to inform the instructor after class of his/her presence. Failure to do so may result in the student being marked as “Absent.” Attendance in an online/hybrid CANVAS class is defined as submission of complete written assignments prior to their posted deadline.

**Withdrawals:** Students may withdraw themselves from any course until the published withdrawal deadline for that term in the Gulf Coast State College catalog. Students wishing to withdraw from a course and receive a “W” must complete a withdrawal form and submit this to the Office of Enrollment Services prior to the scheduled withdrawal date as published on the college calendar. Social Sciences instructors do not withdraw students from their individual courses under any circumstances. If you feel you have a unique situation that warrants removal from all of your courses for a term after the withdrawal deadline has passed, you may contact the Vice President of Student Affairs to discuss your situation.

**Consequences of Withdrawals:** Two withdrawals are permitted per credit course. After that, a grade will be assigned. Please be concerned about withdrawals. When admitting students into certain programs, universities may calculate withdrawals as grades. It is your responsibility to verify the effects of enrollment and/or withdrawal upon your financial assistance (financial aid, scholarships, grants, etc.).

**Incomplete Grades:** Grades of Incomplete in any Social Sciences course can only be assigned to students who have an emergency arise during the last two weeks of the course.

To receive an Incomplete, students must:

- Submit a written request to the instructor prior to the last face-to-face class meeting. For online courses, a written Incomplete request must be received no later than the week before the Final Exam period begins.
- Have completed no less than 60 percent of the course requirements and be passing the course at the time the request for an Incomplete is submitted.

Important Note: The Incomplete option provides 30 days from the date grades are due to make up any missing work; if work is not submitted during this period, the grade will automatically change to an “F” in Lighthouse.

**Method of Evaluation:**

|                       |     |
|-----------------------|-----|
| Unit I Exam           | 20% |
| Unit II Exam          | 20% |
| Unit III Exam         | 20% |
| Chapter Quizzes: 10   | 20% |
| Discussion Boards: 10 | 20% |

**Assignment of Grades:**

|   |                 |
|---|-----------------|
| A | 90.0%-100%      |
| B | 80.0%-89.9%     |
| C | 70.0%-79.9%     |
| D | 60.0%-69.9%     |
| F | 59.9% and below |