

Course Information

Semester & Year: Fall 2020

Course ID & Section #: POLSC 10-V9997. (US Government & Politics)

Instructor's name: Prof. Gary Sokolow

Course units: 3.0

Instructor Contact Information

Office *Online

Office hours: Appointment via Zoom or telephone

Phone number:

Email address: Via Canvas

Catalog Description

[Add description from College Catalog]

Course Student Learning Outcomes *(from course outline of record)*

- Explain the history and philosophy of the Constitution, politics, and government in the United States.
- Identify the major provisions of the US and California constitutions.
- Compare the three branches of California and US Government, and related political institutions.
- Outline the relationship between the states and national government (i.e. federalism).
- Analyze contemporary issues facing California and the US system of government.

Prerequisites/co-requisites/ recommended preparation

None

Accessibility

Students will have access to online course materials that comply with the Americans with Disabilities Act of 1990 (ADA), Section 508 of the Rehabilitation Act of 1973, and College of the Redwoods policies. Students who discover access issues with this class should contact the instructor.

College of the Redwoods is also committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or [Disability Services and Programs for Students](#) (DSPS). Students may make requests for alternative media by contacting DSPS based on their campus location:

- Eureka: 707-476-4280, student services building, 1st floor
- Del Norte: 707-465-2324, main building near library
- Klamath-Trinity: 530-625-4821 Ext 103

During COVID19, approved accommodations for distance education classes will be emailed to the instructor by DSPS. In the case of face to face instruction, please present your written accommodation request to your instructor at least one week before the first test so that necessary arrangements can be made. Last-minute arrangements or post-test adjustments cannot usually be accommodated.

Support for online learners during COVID-19

In response to COVID-19, College of the Redwoods moved the majority of its courses online to protect health and safety. As the faculty and students adjust to this change, clear communication about student needs will help everyone be successful. Please let me know about any specific challenges or technology limitations that might affect your participation in class. I want every student to thrive.

Evaluation & Grading Policy

Contained in Attached Syllabus

Admissions deadlines & enrollment policies

Fall 2020 Dates

- *Classes begin: 8/22/20*
- *Last day to add a class: 8/28/20*
- *Last day to drop without a W and receive a refund: 9/4/20*
- *Labor Day (all-college holiday): 9/7/20*
- *Census date: 9/8/20 or 20% into class duration*
- *Last day to petition to file P/NP option: 9/18/20*
- *Last day to petition to graduate or apply for certificate: 10/29/20*
- *Last day for student-initiated W (no refund): 10/30/20*
- *Last day for faculty initiated W (no refund): 10/30/20*
- *Veteran's Day (all-college holiday): 11/11/20*
- *Fall break (no classes): 11/23/20-11/28/20*
- *Thanksgiving (all-college holiday): 11/25/20-11/27/20*
- *Final examinations: 12/12/20-12/18/20*
- *Semester ends: 12/18/20*
- *Grades available for transcript release: approximately 1/8/21*

Students who have experienced extenuating circumstances can complete & submit the **Excused Withdrawal Petition** to request an Excused Withdrawal (EW) grade instead of the current Withdrawal (W) or non-passing (D, F & NP) grades. The EW Petition is available from the Admissions and Records Forms Webpage. Supporting documentation is required.

Academic dishonesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

Disruptive behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and

responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

Canvas Information

If using Canvas, include navigation instructions, tech support information, what Canvas is used for, and your expectation for how regularly students should check Canvas for your class.

Log into Canvas at <https://redwoods.instructure.com>

Password is your 8 digit birth date

For tech help, email its@redwoods.edu or call 707-476-4160

Canvas Help for students: <https://www.redwoods.edu/online/Help-Student>

Canvas online orientation workshop: <https://www.redwoods.edu/online/Home/Student-Resources/Canvas-Resources>

Community College Student Health and Wellness

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges [Health & Wellness website](#).

[Wellness Central](#) is a free online health and wellness resource that is available 24/7 in your space at your pace.

Students seeking to request a counseling appointment for academic advising or general counseling can email counseling@redwoods.edu.

Emergency procedures / Everbridge

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert through your personal email and/or phones. Registration is not necessary in order to receive emergency alerts. Check to make sure your contact information is up-to-date by logging into WebAdvisor <https://webadvisor.redwoods.edu> and selecting 'Students' then 'Academic Profile' then 'Current Information Update.'

Please contact Public Safety at 707-476-4112 or security@redwoods.edu if you have any questions. For more information see the [Redwoods Public Safety Page](#).

In an emergency that requires an evacuation of the building anywhere in the District:

- Be aware of all marked exits from your area and building
- Once outside, move to the nearest evacuation point outside your building
- Keep streets and walkways clear for emergency vehicles and personnel

Do not leave campus, unless it has been deemed safe by the campus authorities.

Del Norte Campus Emergency Procedures

Please review the [Crescent City campus emergency map](#) for campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information see the [Redwoods Public Safety Page](#).

Eureka Campus Emergency Procedures

Please review the [campus emergency map](#) for evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information on Public Safety go to the [Redwoods Public Safety Page](#) It is the responsibility of College of the Redwoods to protect life and property from the effects of emergency situations within its own jurisdiction.

In the event of an emergency:

1. Evaluate the impact the emergency has on your activity/operation and take appropriate action.
2. Dial 911, to notify local agency support such as law enforcement or fire services.
3. Notify Public Safety 707-476-4111 and inform them of the situation, with as much relevant information as possible.
4. Public Safety shall relay threat information, warnings, and alerts through the Everbridge emergency alert system, Public address system, and when possible, updates on the college website, to ensure the school community is notified.
5. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet, (evacuation to a safe zone, shelter in place, lockdown, assist others if possible, cooperate with First Responders, etc.).
6. If safe to do so, notify key administrators, departments, and personnel.
7. Do not leave campus, unless it is necessary to preserve life and/or has been deemed safe by the person in command.

Klamath Trinity Campus Emergency Procedures

Please review the responsibilities of, and procedures used by, the College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to communicate to faculty, staff, students and the general public during an emergency. It is the responsibility of College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to protect life and property from the effects of emergency situations within its own jurisdiction.

1. In the event of an emergency, communication shall be the responsibility of the district employees on scene.
 - a. Dial 911, to notify local agency support such as law enforcement or fire services.
 - b. If safe to do so, notify key administrators, departments, and personnel.
 - c. If safe to do so, personnel shall relay threat information, warnings, to ensure the school community is notified.
 - d. Contact Jolene Gates 530-625-4821 to notify of situation.
 - e. Contact Hoopa Tribal Education Administration office 530-625-4413
 - f. Notify Public Safety 707-476-4111.
2. In the event of an emergency, the responsible district employee on scene will:
 - a. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet.
 - b. Lock all doors and turn off lights if in lockdown due to an active shooter or similar emergency.
 - c. Close all window curtains.
 - d. Get all inside to safe location Kitchen area is best internal location.
 - e. If a police officer or higher official arrives, they will assume command.
 - f. Wait until notice of all is clear before unlocking doors.
 - g. If safe to do so, move to the nearest evacuation point outside building (Pooky's Park), directly behind the Hoopa Tribal Education Building.
 - h. Do not leave site, unless it has been deemed safe by the person in command. Student Support Services (required for online classes)

Student Support Services

The following online resources are available to support your success as a student:

- [CR-Online](#) (Comprehensive information for online students)
- [Library Articles & Databases](#)
- [Canvas help and tutorials](#)
- [Online Student Handbook](#)

[Counseling](#) offers assistance to students in need of professional counseling services such as crisis counseling.

Learning Resource Center includes the following resources for students

- [Academic Support Center](#) for instructional support, tutoring, learning resources, and proctored exams. Includes the Math Lab & Drop-in Writing Center
- [Library Services](#) to promote information literacy and provide organized information resources.
- [Multicultural & Diversity Center](#)

Special programs are also available for eligible students include

- [Extended Opportunity Programs & Services \(EOPS\)](#) provides financial assistance, support and encouragement for eligible income disadvantaged students at all CR locations.
- The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer mentoring. Students can apply for the program in [Eureka](#) or in [Del Norte](#)
- The [Veteran's Resource Center](#) supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.
- Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821

COURSE SYLLABUS (v2)
ON-LINE

Professor Gary A. Sokolow

Office: AJ 106
Office Hours: By Appointment
Telephone: 707-444-8630 (home)*
E-mail: via Canvas webpage

COURSE HOME PAGE:

redwoods.instructure.com

AFTER SUCCESSFUL COMPLETION OF THIS CLASS, YOU SHOULD BE ABLE TO:

- Explain the history and philosophy of the Constitution, politics, and government in the United States.
- Identify the major provisions of the US and California constitutions.
- Compare the three branches of California and US Government, and related political institutions.
- Outline the relationship between the states and national government (i.e. federalism).
- Analyze contemporary issues facing California and the US system of government.

WEB SITE/CLASS PARTICIPATION/ASSIGNMENTS

The assignments will contain detailed instructions for their completion and the electronic submission of the exams to the Turnitin.com website, via Canvas. All assignments are “paperless”. I will grade the essays and exams in the Turnitin site, where you can then see both your grade and my comments. *If any assignments (including the political questions discussion board) are turned in late, they will be assessed a late grade penalty of my choosing. Employment issues, child care, computer issues, etc. are not excuses for the submission of any late work. Plan ahead.*

I strongly advise you to submit all assignments (discussion posts and the exams) via a desktop/laptop computer. If you are experiencing computer glitches or problems with the Canvas site, either contact me at my home phone number* listed above or E-mail me directly and/or the College of the Redwoods help desk – its@redwoods.edu or call them at **707.476.4160**. Before contacting me however, I suggest you first try to solve the problem with the help of the guides posted in our Canvas Help folder or the help menus.

Under the “Files>Documents” section of our website, you will find several documents which will guide you in the use of the Canvas and Turnitin websites. Please note that once you log in to Canvas, there is a fairly extensive on-line help menu using the search feature therein. I will help you with computer/technical issues if I can, but my main expertise is in teaching the course, not computer issues.

The best way to reach me is usually via e-mail through the “inbox” tool of our Canvas course webpage. By E-mailing me through our Canvas website, rather than sending me a direct E-mail via the main CR website, I can better keep track of all of your e-mail messages. When you E-mail me, leave me a contact phone number as well. If the matter is too urgent or complicated to be handled via E-mail, than by all means call me at home and leave a call-back number where I can call you as soon as possible. Generally, I will respond to e-mails within 24 hours (except on Sundays).

REQUIRED TEXTBOOKS:

American Government - Your Voice, Your Future – 6th Edition, Kerbel; Academic Media Solutions; ISBN: 978-1942041450

California Politics: A Primer – 5th Edition, Van Vechten; Sage/CQ Press; ISBN: 978-1506380353

COURSE GRADE: The course grade** will be composed of the following three parts:

- ✓ Two Exams 80% of grade
- ✓ Weekly Political Discussions 20% of grade

Instructor-Initiated Class Withdrawal Policy: -- “Excessive Absences” – defined as either failing to post an introductory post to the Canvas discussion board **by Saturday, August 29** or a period of inactivity of two weeks or more on the Canvas site **or** failing to complete either of the exams

A failing grade (<61%) on the exam **or the essays category **or** the political discussions category may result in an “F” grade for the entire course.

GRADING SCALE:

- A = >95% - 100%
- A- = >90% - 95%
- B+ = >85% - 90%
- B = >82% - 85%
- B- = >80% - 82%
- C+ = >75% - 80%
- C = >70% - 75%
- D = 61% - 70%
- F = <61%

An “incomplete” grade will not be assigned except under extraordinary circumstances.

ASSIGNMENTS:

Every week there will be a new reading assignment and homework in the form of posting both a response to the “political question” discussion board, and responding to the posts of two classmates on this board. There will be two exams for the course. One at mid-point of the semester and the other at the end of the semester. They are of the “take-home essay” variety.

Code of Conduct

Preface:

The purpose of this code is to ensure that both the instructor and students are mindful of the rights and responsibilities of each other. Additionally, adherence to this code will help ensure that the class experience is both meaningful and interesting to all concerned.

Instructor Expectations:

- **Personal Responsibility** - I expect that all of you will be spending an average of at least six to eight hours per week on this course. That time should be spent reading the assignments, watching the weekly course video, and completing all assignments. I expect that you will complete all graded assignments on time. An additional aspect of personal responsibility for your own education includes asking for help if there is something you do not understand. Waiting until the time an assignment is due is usually too late. So, if you do not understand something we are covering in the course, ***ask!***
- **Plagiarism** – Plagiarism is defined as claiming any work of another person as your own without attribution to the true author. It also includes taking a substantial portion (approximately 25% or more) of your assignment from other sources, whether or not credit is given to those sources. This includes the work of fellow students. ***If a student is found to have plagiarized the work of others, the penalty which the instructor may include a failing grade for the particular assignment to a failing grade for the entire course.***
- **Netiquette** - In participating in an on-line format, it is expected that all students treat each other with respect. This includes no personal attacks on any other class member or the instructor. I expect that you may disagree with the views of your classmates or me from time to time, but such disagreements must be expressed in a respectful manner. It is good to remember that we all bring to the class a broad array of life experiences and much of it is valuable.

Student Expectations:

- **Punctuality** – Students have every right to expect that the instructor will offer timely feedback to any graded assignments. The instructor will respond to phone calls and E-mails within a day, sooner if possible.
- **Civility** – Students have a right for the instructor to treat them with respect both in and out of our virtual classroom and to ensure that all students have an opportunity to express their opinions on relevant matters.
- **Virtual Classroom environment** – The instructor will make every attempt to make the virtual classroom experience useful, comfortable, and interesting.

In compliance with equal access laws, I am available to discuss appropriate academic accommodations that you may require as a student with a disability. Students are encouraged to contact Disabled Students Programs and Services (DSP&S) , 707-476-4280, for disability verification and for determination of reasonable academic accommodations.

The syllabus is subject to change upon advanced notice by posting such changes on our Canvas course website.