

## Syllabus for POLSC-10-V0693

**Course Information**

Semester & Year: Spring 2021

Course ID & Section #: POLSC-10-V0693

Instructor's name: Will Meriwether

Day/Time or \*Online: Online

Location or \*Online: Online

Number of units: 3

**Instructor Contact Information**

Office location or \*Online: Online

Office hours: By Appointment

Phone number:

Email address: William-meriwether@redwoods.edu

**Required Materials**

Textbook Title: The American Political System: Third Edition

Edition: Third Edition 2018 Edition (The 2016 Edition is acceptable)

Author: Ken Kollman

ISBN: 978-0393675283

Other requirements: Other readings will be provided in Canvas

**Catalog Description**

A course addressing both the philosophic roots and the contemporary operation of American national, state, and local government. Specific topics include constitutional development, federal-state relations, and the rights and obligations of citizens under both the federal and the California constitutions.

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

1. Explain the history and philosophy of the Constitution, politics, and government in the United States.
2. Identify the major provisions of the California and US Constitution.
3. Compare the three branches of California and US Government, and related political institutions.
4. Outline the relationship between the states and national government (ie. federalism).
5. Analyze contemporary issues facing California and the US system of government.

**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, 1<sup>st</sup> 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.

## Evaluation & Grading Policy

17 essay quizzes: 10 points each 170 points

17 multiple choice quizzes: 10 pts each 170 points

1 research paper: 100 points

17 Discussion Board: 17 x 10 points each 170 points

Total points: 610

Grading Criteria: A=90-100% (549-610 pts), B= 80-89% (488-548 pts), C=70-79% (427-487 pts), D=60-69% (366 -426 pts), F= below 59% (below 365 pts)

## Admissions deadlines & enrollment policies

Spring 2021 *begin*: 1/16/21

- *MLK Jr. Birthday (all campuses closed): 1/18/21*
- *Last day to add a class: 1/22/21*
- *Last day to drop without a W and receive a refund: 1/29/21*
- *Census date: 2/01/21 or 20% into class duration*
- *Last day to petition to file P/NP option: 2/12/21*
- *Lincoln's Birthday (all campuses closed): 2/12/21*
- *President's Day (all campuses closed): 2/15/21*
- *Last day to petition to graduate or apply for certificate: 3/04/21*
- *Spring Break (no classes): 3/15/21 – 3/20/21*
- *Last day for student-initiated W (no refund): 4/02/21*
- *Last day for faculty-initiated W (no refund): 4/02/21*
- *Final examinations: 5/08/21 – 5/14/21*
- *Semester ends: 5/14/21*
- *Grades available for transcript release: approximately 5/31/21*

## 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](#).

## **Inclusive Language in the Classroom**

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.

## **Setting Your Preferred Name in Canvas**

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact [Admissions & Records](#) to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. It does not change your legal name in our records. See the [Student Information Update form](#).

## **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](mailto: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](mailto: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](mailto: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

## Student Feedback Policy

Timely feedback will be provided throughout the course. Students will receive a response to any email inquiries within 48 hours. Feedback on work submitted will be provided no more than two weeks after the assignment is due but my expectation will be to return work within one week after the assignment due date.

This course will also have regular asynchronous contact through threaded discussion boards and weekly announcements.

## Proctored Exams

Proctored exams are not required in this course.

## Technology skills, requirements, and support

Tech equipment and skills are required for student success and of equal importance as required textbooks and materials.

Students can obtain a free [Office 365 license](#) (includes Word, Excel, PowerPoint and more) with a valid CR email.

Necessary Computer Skills – Ability to log into webadvisor, Canvas LMS, navigate the internet, and use a word processor.

Before contacting Technical Support please visit the [Online Support Page](#). For password issues with Canvas, Web Advisor or your mycr.redwoods.edu email, contact <mailto:its@redwoods.edu> or call 707-476-4160 or 800-641-0400 ext. 4160 between 8:00 A.M. and 4:00 P.M., Monday through Friday.

**Instructor Expectations of Students:** Your commitment will require at least as much time as you dedicate to a traditional class. You will need to carefully read weekly online announcements, textbook chapters, and primary source documents along with participating in online activities, watching online videos, participating in online discussions, completing weekly multiple choice quizzes and essay questions, and submit one paper. Conscientiousness, attention to details, and skills in reading and writing are critical for success.

**Netiquette:** When participating in online discussions please be respectful to your classmates. Adhere to the same standards of behavior online that you would follow if it were a discussion in an in-person course. If you would not say it in a traditional classroom setting, then it should not be said in the discussion forums.

**Student Expectations of Instructor:** I dedicate as much or more time to this class compared to a traditional class. I will access the class website regularly and respond to posted questions and messages within 48 hours. Additionally, I read every discussion forum post and occasionally participate. There is also regular instructor-based communication with weekly announcements, lectures, evaluative feedback to your discussion posts, and responding to emails/messages.

**Course Communication:** General questions (analogous to raising a hand in class) should be posted in the Discussions section using the “Questions for the Instructor” forum. Personal questions should be communicated with Canvas Email.

## Course Assignments:

**Essay Quizzes:** Each chapter will have a time essay quiz. To receive full credit, you will need to completely answer each part of the question in the allotted time. Each essay question will be worth ten points.

**Multiple Choice Quizzes:** Each chapter will have a timed multiple-choice quiz. You will be allowed to take each quiz twice and the higher of the two grades will be accepted.

**Discussion Boards:** For every chapter you will be required to provide a detailed response of one question presented. The question in which you are assigned is based up the first letter of your last name. The initial discussion board post is due by **Friday at midnight**. The initial post will need to be at least 200 words and include the APA citation for the source summarized.

By **Sunday at midnight** a reply to at least one other student is required. These replies can be to any of the posted discussion boards. Each reply needs to be at least 150 words. I will respond to some of the discussion boards and any student response to my posts will also count towards the required responses for the week.

**Research Paper:** The United States bureaucracy is responsible for enacting policies as authorized and funded by Congress but administered by individuals who are either career civil servants or political appointees of the current president. For your research paper you are to research one of the federal departments. This paper should address the goals of the bureaucratic organization, the leadership of the organization, the sub-organizations that belong to the larger department, the budget of the federal department, and recent issues pertaining to that federal department.

The research paper should be 5-7 pages in length, typed, double spaced, with a cover page and references page (not counted in the page length requirement), using APA citations. A minimum of five sources should be used for this paper. If you have questions about the research paper please email me.

**Citations:** All citations and references in this course will use APA citation standards. If you need assistance the [Purdue University Online Writing Lab](#) is an excellent resource as a citation guide.

**Mapping Weekly Assignments with Modules:** Every Saturday the week's assignments are posted in Announcements and in Modules. The weekly assignments will typically require you to read online lectures, read textbook chapters, read primary source documents, watch videos, participate in discussion forums, and complete chapter quizzes.

HIST-9	Week Begins	Week Ends	Textbook Chapters
Week 1	1/16/2021	1/24/2021	Chapter 1
Week 2	1/23/2021	1/31/2021	Chapter 2
Week 3	1/30/2021	2/7/2021	Chapter 3
Week 4	2/6/2021	2/14/2021	Chapter 4
Week 5	2/13/2021	2/21/2021	Chapter 5
Week 6	2/20/2021	2/28/2021	Chapter 6
Week 7	2/27/2021	3/7/2021	Chapter 7
Week 8	3/6/2021	3/14/2021	Chapter 8
Week 9	3/13/2021	3/21/2021	Spring Break
Week 10	3/20/2021	3/28/2021	Chapter 9
Week 11	3/27/2021	4/4/2021	Chapter 10 and Chapter 11
Week 12	4/3/2021	4/11/2021	Chapter 12
Week 13	4/10/2021	4/18/2021	Chapter 13 and Chapter 14
Week 14	4/17/2021	4/25/2021	Chapter 15 and Chapter 16
Week 15	4/24/2021	5/2/2021	Chapter 17
Week 16	5/1/2021	5/9/2021	Research Paper
Week 17	5/8/2021	5/14/2021	Finals Week