**COURSE INFORMATION**

**Course Name: U.S. Government/American National Government**

**Course ID/Section:** POS 2041/33836/077

**Term/Year: Summer 2020**

**Modality: Online**

**Length of Term: 13 weeks**

**Credit Hours: 3**

**INSTRUCTOR CONTACT INFORMATION**

**Instructor: Rachel L. Pittaluga**

**Email: rpittaluga@valenciacollege.edu**

**Office Hours: By appointment only**

**COURSE DESCRIPTION**

**Catalog Description: Analysis of the organization, structure, and operational dynamics of the U.S. national government, both past and present, and an examination of the U.S. Constitution, including principles and theories supporting it. This course includes learning activity designed to ensure competence in the basic use of computers.**

**Prerequisites: None**

**COURSE OUTCOMES**

Students will demonstrate:

* an understanding of the philosophical theories that led to the writing of the Declaration of Independence and the U.S. Constitution
* an understanding of the core values supporting the democratic tradition of the United States
* an understanding of the checks and balances system created by the U.S. Constitution, including an understanding of the major powers and responsibilities given to each branch
* an understanding of the difference between direct and representative democracy

Students will develop:

* an understanding of the effects of government at all levels in the United States on citizens' lives and the effects of citizens on government in pursuit of social, political, and economic goals

Students will utilize:

* critical thinking in analyzing political, social, and economic issues

**TEXTBOOK & REQUIRED MATERIALS**

Ginsberg, B., Lowi, T.J., Weir, M., Tolbert, C. J., Campbell, A. L., & Spitzer, R. J.(2019). *We the People* (12th ed.). New York, NY: Norton.

**ISBN:**  9780393664645

<https://ucf-vc.bncollege.com/shop/BNCBTBListView?catalogId=10001&langId=-1&storeId=89176>

**COMPUTER/EQUIPMENT REQUIREMENTS**

All chapter quizzes will be conducted in class. Computer and internet access will be necessary for all unit exam and make-up testing. Students have access to rentable devices via the tutoring center and technology commons.

**TECHNOLOGY ACCESS/SKILLS**

Students will be required to demonstrate, and responsible for Canvas fluency.

**Library Services**

The library space is located on the 2nd floor of the Dr. Phillips Academic Commons and will have a shared collection of print materials, provide access to electronic resources, have librarians from both Valencia College and UCF, and provide a welcoming study atmosphere.

* Books circulated from DTC can be returned to any Valencia Campus.
* The public will have library access during library hours and guest access to the 6 computers in the library.

**Learning Support Services**

The Downtown Campus Learning Support Center (LSC) is comprised of two areas:

* The Tutoring Center located in Dr. Phillips Academic Commons (DPAC) 330.
* The Writing Center located in DPAC 320.

During the first week of classes, students are welcome to visit the centers and become familiar with the location and space. Tutoring and writing consultations begin the second week of the semester. The Tutoring Center offers walk-in tutoring for biology, chemistry, anatomy & physiology and mathematics. Additionally, there are equipment loans available for items such as laptops, TI-84 calculators, scientific calculators, and headphones.

These services will be offered at various times within the following hours of operation:

* Monday– Thursday: 9 am – 9 pm
* Friday: 9 am – 3 pm
* Sunday: 1 pm – 5 pm

**Student Services Center**

First Stop is the name for the area known as the Answer Center on other Valencia Campuses.

The First Stop Kiosks will serve as the area known as the ATLAS Lab on other Valencia Campuses.

The Student Services Center will have:

* Integrated model with cross-trained staff support
* Financial Aid and Admissions exclusive to each institution
* First Stop self-service computers
* There will be no Business Office
* Testing and Accessibility Services

**Note:** There is Campus Housing which is managed by UCF.

For more information and helpful student services resources, visit the Student Services Webpage: <https://valenciacollege.edu/locations/downtown/student-services.php>

**Office for Students with Disabilities and Testing Services**

Disability accommodations will be provided through the Valencia Office for Students with Disabilities (OSD) and UCF Student Accessibility Services (SAS). This office is located in UnionWest room 210. Testing Services is also located in this same space. For more information about the services that these offices provide or to find contact information, please see their respective webpages.

Valencia Office for Student Disabilities:  <https://valenciacollege.edu/students/office-for-students-with-disabilities/>

UCF Student Accessibility Services: [https://sas.sdes.ucf.edu/ (Links to an external site.)](https://sas.sdes.ucf.edu/)

Course Testing offered at the downtown campus includes:

* Face-to-Face course exams **only** proctored for OSD/SAS accommodated testing
* Valencia Online or Mixed Mode courses with proctored exams
  + *A Valencia College faculty member who’s primary campus is downtown and teaches fully online or mixed-mode courses and requires a proctored test.*
* Valencia College make-up exams
  + *Valencia Make-up testing is intended for students who missed a classroom test or quiz due to an extenuating circumstance and have the faculty member’s permission to sit for the test or quiz in the testing center. Faculty must submit all test information and materials to the testing center in advance of the test.*

Here are some other important details about testing services:

* Students are required to set an appointment, there will be no walk ins.
* Students will not be able to set an appointment until the professor has submitted an exam through **RegisterBlast** and it has been approved by the testing center.

If there are any questions you may reach Testing Services by phone or email.

* Phone: 407-235-3825
* Email: [DTCtestingCenter@valenciacollege.edu](mailto:DTCtestingCenter@valenciacollege.edu)

**Security**

* Downtown students will have on campus security, individuals needing immediate assistance should call 911.
* UCF Police Department will provide law enforcement services to the campus 24/365 days a week.
* UCF Police Department handle all reports for crimes, damages or injuries.
* Be sure to download the Valencia College Safety App.
* UCF Police Department Office Location: 398 West Amelia Street Orlando, FL 32801 407-823-5555
* The Downtown Campus will get the same emergency notifications as the other campuses via text, email and calls.
* Blue lights will be in specific areas & you can call for safe walk escorts.

**ID Cards**

* All students will need a **DTC ID**card.
  + You may acquire an ID at the UCF Card Services Center which will be temporarily located at the UCF Communication and Media building.
* Students should not need keys to access the main entries at the DTC. Students will have access to open areas with ID card access capabilities for those authorized.
* UCF Card Services will manage any issues with ID’s.
* Valencia College students will receive their first ID for free. A replacement ID is $15.00.

**Parking**

* Parking is not free for students at the Downtown Campus (DTC), a parking permit is needed at all times. Permits can be ordered online at [parking.ucf.edu (Links to an external site.)](https://parking.ucf.edu/). Violators may be subject to a fine.
* UCF will provide shuttle service between the UCF main campus and DTC.
* LYNX and SunRail are public transport options to DTC. SunRail free passes (for a limited time) are available at the DTC Parking Office.
* In the event of any car issues, Parking & Transportation can offer vehicle assistance.
* Two charging stations in the new parking garage at Union West.

**COURSE COMPETENCIES**

The course seeks to strengthen students’ skills applicable to Valencia’s Student Core Competencies: **Think**, **Value**, **Communicate**, and **Act** (TVCA). TVCA Statement Part of your VCC experience will be related to acquiring the core VCC values of thinking, valuing, acting, and communicating. This course will further that process in the following ways: 1. Each student will come to value the role of the individual in American politics. 2. Each student will be encouraged to think about how American politics affect him/her. 3. Each student will be asked to communicate their own beliefs and values regarding American politics. 4. Each student will be encouraged to act upon their political beliefs and aspirations regarding American politics (in a peaceable manner).

**IMPORTANT DATES**

**College Calendar:**[**http://valenciacollege.edu/calendar**](http://www.valenciacollege.edu/calendar)

**COLLEGE POLICIES**

For the purposes of this specific course, you are responsible for obtaining the knowledge required to successfully complete this course. Other than financial aid policies, there is no enforcement of nor penalty for attendance.

**Withdrawal Policy**

Per [Valencia policy](http://catalog.valenciacollege.edu/academicpoliciesprocedures/courseattemptscoursewithdrawal/) a student who withdraws from class before the established deadline for a particular term will receive a grade of “W." A student is not permitted to withdraw after the withdrawal deadline. After the withdrawal deadline, faculty will not withdraw a student and the student will receive the grade earned at the end of the course. Any student who withdraws from a class during a third or subsequent attempt in the same course will be assigned a grade of “F.” If you do not intend to complete the course, you must withdraw yourself prior to the withdrawal date. Attendance is recorded for financial aid records, and students who do not meet the set standards of attendance will forfeit disbursement and be withdrawn automatically.

**College Student Conduct Policy**

Valencia is dedicated not only to the advancement of knowledge and learning but also to the development of responsible personal and social conduct. As a registered student, you assume the responsibility for conducting yourself in a manner that contributes positively to Valencia’s learning community and that does not impair, interfere with, or obstruct the orderly conduct, processes, and functions of the college as described in the [Student Code of Conduct](http://valenciacollege.edu/generalcounsel/policy/documents/Volume8/8-03-Student-Code-of-Conduct.pdf).

**Academic Honesty**

All forms of academic dishonesty are prohibited at Valencia College. [Academic dishonesty](http://valenciacollege.edu/generalcounsel/policy/documents/Volume8/8-11-Academic-Dishonesty.pdf) includes, but is not limited to, acts or attempted acts of plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, facilitating academic dishonesty, and misuse of identification with intent to defraud or deceive.

All work submitted by students is expected to be the result of the students' individual thoughts, research, and self-expression. Whenever a student uses ideas, wording, or organization from another source, the source shall be appropriately acknowledged. If a student is caught submitting plagiarized work a first offense will result in a zero score on the assignment, a second offense will result a class grade of F.

**Students with Disabilities**

Valencia is committed to ensuring that all of its programs and services are accessible to students with disabilities. [The Office for Students with Disabilities (OSD)](http://valenciacollege.edu/osd/) determines reasonable and appropriate accommodations for qualified students with documented disabilities based upon the need and impact of the specific disability.

Any student requiring course accommodations due to physical, emotional or learning disability must contact the instructor and provide a *Notification to Instructor* form by the end of the second week of class. To obtain a letter of accommodation, contact OSD at 407-582-2229.

**Baycare Student Assistance Services**

Valencia College strives to ensure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. [BayCare Behavioral Health Student Assistance Program (SAP)](http://catalog.valenciacollege.edu/studentservices/baycarestudentassistanceservices/) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. If needed, the counselor may refer the student to appropriate resources or to speak face-to-face with a licensed counselor.

**COLLEGE LINKS**

[**https://valenciacollege.edu/academics/calendar/documents/academic-calendar-2019-2020.pdf**](https://valenciacollege.edu/academics/calendar/documents/academic-calendar-2019-2020.pdf)

[**College Catalog**](http://valenciacollege.edu/catalog/)

[**Valencia Policy Manual**](http://valenciacollege.edu/generalcounsel/policy/)

[**Student Handbook**](http://valenciacollege.edu/pdf/studenthandbook.pdf)

[**Microsoft Office Instructions for free software**](http://valenciacollege.edu/support/howto/documents/Valencia_Office-ProPlus-Instructions.pdf)

[**Course Support**](http://valenciacollege.edu/learning-support/)**: onsite, online tutoring, writing help, etc.**

**COURSE POLICIES**

**Attendance Policy**

You are responsible for obtaining the knowledge required to successfully complete this course. Because this is an online class, online discussions are vital to the comprehension of the material and are included in the unit exams. Participation is calculated at the end of the term and scored in points that  will be added to your final grade as extra credit.

**Late Work/Makeup Policy**

Missed quizzes without prior notice and arrangements will result in a 50% reduction of the grade. Unit Exams are available over a five day period and cannot be made up without advance notice and discretionary approval by me. All late submissions are subject to a percentage of points deducted.

**Extra Credit Policy**

Extra credit opportunities may present as the course unfolds.

**Third Party Software & FERPA Policy**

Valencia College has a firm commitment to protecting the privacy rights of its students.

**Final Exam Policy**

The final Unit Exam will constitute the final exam for this course. It is not cumulative.

**Grading Scale**

90% -100% A

89%-80% B

79%-70% C

69%- 60% D

59%- 50%

and lower F

**Grading Breakdown**

Unit Exams - 75%

There will be four unit exams in total for the term. Exams are open from the Friday before they are due, for five days. Exams are due on Tuesdays by 11:59. Each exam equates to 18.75% percent of your final grade. These exams are made up of questions and concepts pulled directly from the weekly chapter quizzes and any pertinent online classroom discussions. For the first unit exam, you will have two attempts, and you will keep your highest score. This is to get you familiar with what is expected from you and to ease your nerves about the exams, in general. The three remaining unit exams will only be one attempt.

Chapter Quizzes - 15%

There will be a chapter quiz every week, due on Thursdays by 11:59. The chapter quizzes will open earlier in the week. For the first chapter quiz, like the unit exam, you will have two attempts, and you will keep your highest score. This, again, is to get you familiar with what is expected from you and to ease your nerves about the quizzes, in general. The remaining chapter quizzes will only be one attempt.

Online Discussions - 10%

There will be weekly discussions, due on Fridays by 11:59, to evaluate participation, material comprehension, and to introduce real-world concepts that tie into your text lessons. To earn full credit for these discussions, you will need to post at least one initial response to the discussion, and then reply to at least one other student. Your post and response will need to be more than "I agree" or "I disagree." It is difficult to write up a rubric on what constitutes a full thought, but try to explain why you feel the way you feel and that should suffice. If you are still uncertain about what a qualifying response should look like, do not hesitate to reach out to me.

**Classroom Policy**

Politics consist of opposing views and can be controversial and engaging. Disrespect of others' opinions or disruptive behavior of any kind will not be tolerated.

**Communication Policy**

Students have the option of contacting me via the Canvas mail tool and at the listed Atlas email. Professional formatting and content is expected (e.g., "Professor P." or "Professor Pittaluga" vs. "Miss" or "Hey"). If you are not utilizing Canvas mail, please make sure to include your class, meeting time, and full name. I have an "open-door" policy with emails, if you need to ask questions or communicate something, please do not worry about time or non-class meeting days. I will check my email at least once a day, and the notifications do not disturb me. I encourage you to express yourself the time you do it is not an issue.

**DISCLAIMER STATEMENT**

This course syllabus is unsigned contract. Once submitted to a student, if a student chooses to stay in the course they have nonverbally agreed to the terms and conditions stated in the course syllabus. Any part of this syllabus, up to and including exam dates or grade requirements, may be changed at the discretion of the professor at any time for any reason during this term. Changes to the course calendar may be made at the discretion of the professor, and students will be notified of any changes in class and/or via the Canvas Inbox conversations tool.

Course Schedule:

|  |  |  |
| --- | --- | --- |
| Assignment | Due Date | Due Time |
| Chapter One Quiz | May 7th, 2020 | Due by 11:59 |
| Discussion One | May 8th, 2020 | Due by 11:59 |
| Chapter Two and Three Quiz | May 14th, 2020 | Due by 11:59 |
| Discussion Two | May 15th, 2020 | Due by 11:59 |
| Chapter Four Quiz | May 21st, 2020 | Due by 11:59 |
| Discussion Three | May 22nd, 2020 | Due by 11:59 |
| Unit Exam I | June 2nd, 2020 | Due by 11:59 |
| Chapter Five and Six Quiz | May 28th, 2020 | Due by 11:59 |
| Discussion Four | May 29th, 2020 | Due by 11:59 |
| Chapter Seven Quiz | June 4th, 2020 | Due by 11:59 |
| Discussion Five | June 5th, 2020 | Due by 11:59 |
| Chapter Eight Quiz | June 11th, 2020 | Due by 11:59 |
| Discussion Six | June 12th, 2020 | Due by 11:59 |
| Unit Exam II | June 16th, 2020 | Due by 11:59 |
| Chapter Nine Quiz | June 18th, 2020 | Due by 11:59 |
| Discussion Seven | June 19th, 2020 | Due by 11:59 |
| Chapter Ten Quiz | June 25th, 2020 | Due by 11:59 |
| Discussion Eight | June 26th, 2020 | Due by 11:59 |
| Chapter Eleven Quiz | July 2nd, 2020 | Due by 11:59 |
| Discussion Nine | July 5th, 2020 | Due by 11:59 |
| Chapter Twelve Quiz | July 9th, 2020 | Due by 11:59 |
| Discussion Ten | July 10th, 2020 | Due by 11:59 |
| Unit Exam III | July 14th, 2020 | Due by 11:59 |
| Chapter Thirteen Quiz | July 16th, 2020 | Due by 11:59 |
| Discussion Eleven | July 17th, 2020 | Due by 11:59 |
| Chapter Fourteen Quiz | July 23rd, 2020 | Due by 11:59 |
| Discussion Twelve | July 24th, 2020 | Due by 11:59 |
| Unit Exam IV | July 28th, 2020 | Due by 11:59 |