State & Local Government

Course Description

"We, the people, are empowered by our Constitution to establish and maintain a representative form of democratic government. This requires involved citizens with some degree of faith in the legitimacy of the system and their own political ideology. Without a clear understanding of our federal system and how state policies are integrated with those on the national level, the creation of an educated, thoughtful political ideology is impossible. As citizens and recipients of the "good, bad & ugly" that our government offers, we must not lose sight of our responsibility to form more than opinions, but hopefully "a more perfect Union". It is the primary objective of this course that you will gain an understanding of how our state and national policies are intertwined and often co-dependent, how the state’s political institutions work and who (and what) oils their machines, and how you, the educated and empowered citizen, can impact your government on a variety of levels.

Learning Objectives

1. To analyze the effects of historical, social, political, economic, cultural, and global forces on the area under study.
2. To comprehend the origins and evolution of the Texas political system, with a focus on the growth of political institutions, the Texas constitution, political parties and interest groups.
3. To analyze, critically assess, and develop creative solutions to public policy problems.
4. To understand the functions of county and city government.
5. To recognize and assure ones responsibility as a citizen in a democratic society by learning to think for oneself, by engaging in public discourse and by obtaining information through the news media and other appropriate information sources about politics and public policy.

On completion of this course students will be able to:

1. Recall basic facts related to the foundations of the Texas state government.
2. Describe key political concepts related to US institutions such as the legislature, the governor, and the judiciary.
3. Demonstrate their understanding of key concepts relating to the political behavior in the state of Texas such as voting, elections and political parties.
Course Evaluation

Student performance will be evaluated based on grades on two tests, quizzes / research assignments, and a final exam. Frequent quizzes and research assignments will be used to assess students' reading comprehension and will serve as valuable preparation tools for the exams. Research assignments will require an attached summary and/or critical analysis, please read attached guidelines for all written assignments. Optional extra credit assignments / essays will be offered to interested students.

Test 1 - 25%
Test 2 - 25%
Final Exam - 25%
Quizzes / Research assignments - 25%

Exams

The material covered will come from the texts, class notes, invited speakers' notes, and handouts. Tests 1 & 2 will include multiple choice and short answer questions worth 70% of the grade and include an in class essay worth 30% of the final grade. All essays must be answered thoroughly, in complete sentences, with regard to grammar, punctuation, and spelling. The final exam will be primarily objective.

Required Text

Mora, Ruger and Mihalkanin, *The State of Texas* (Fourth Edition)

Supplements

- Daily newspapers (international, national and state political issues, editorials, letters to the editor)
- Television newscasts - CSPAN, CNN, FOX, MSNBC, etc.
- On-line political sites

Course Policies

"When in the course of human events", it becomes "necessary and proper" to take POLS 2306, students should realize they have certain responsibilities and requirements in order to be successful.

1. **Attend Class!** Students who make class attendance a priority are rewarded with increased knowledge, better comprehension and higher grades. If you are absent, you will miss interesting class discussion, informative speakers and exciting lectures. Students are required to not only attend, but actively involve themselves in class discussions as well. We learn from each other and your input in the academic process may be significant for your classmates. Quizzes missed due to absence may not be made up without a University excuse. The lowest quiz grade will be dropped.

2. **Read all assignments and take thorough notes in and out of class!** Students who fall behind will be challenged to catch up. Form or join a study group to review assignments and maintain accountability. Take advantage of test review sessions when they are available. Exams will include material not discussed in class, so your reading is a significant factor in your success.
3. Be an active participant in a positive learning environment! In other words, be on time, prepared and not part of distracting others from learning. Talking to one's neighbor during class lectures or general discussions, cell phone usage, chronic lateness, leaving class before it has been dismissed is disruptive and interferes with the academic rights of others to learn. Laptops are allowed only if they are used to take notes. Inappropriate use of your laptop is NOT allowed in my class. Appropriate behavior and respect for your instructor and fellow students is not only expected, but required. Students who are unable to respect the rights of others to learn will be asked to leave.

4. Exams and assignments are due on time. University policy on plagiarism will be enforced. This policy makes it fair for all students. However, if a student misses an exam, a makeup exam may be scheduled at the convenience and discretion of the instructor. Students, in such dire circumstances, should inform the instructor in advance of a missed exam. If the student doesn't request a make-up exam prior to the test, the grade will be recorded as a zero. Papers/assignments that are turned in after the due date will be penalized 10 pts./day.

Academic Integrity/Plagiarism.

University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity or plagiarism. (Plagiarism is the presentation of the work of another as one's own work.) In this class, academic misconduct or complicity in an act of academic misconduct on an assignment or test will result in failure for that assignment or test and potential failure for this course.

Academic Honesty/Plagiarism

Definition: In an instructional setting, plagiarism occurs when a writer deliberately uses someone else's language, ideas, or other original (not common-knowledge) material without acknowledging its source. Plagiarism is a violation of academic expectations, but it is sometimes difficult to understand what plagiarism actually is. Often, students commit unintentional plagiarism (not citing sources properly, for example), because they are unaware of the standards that apply. Plagiarism includes:

- Using the work of another as your own,
- Downloading or purchasing ready-made essays off the web and using them as your own,
- Using resource materials without correct documentation,
- Using the organization or language of a source without using quote marks and proper citation.
- Turning in a researched project without citing sources in an appropriate documentation style.

When you are confused about citation of quotes or ideas, please visit the Writing Center or me to get help. Information on MLA documentation rules and APA documentation rules is available at Purdue University's OWL: http://owl.english.purdue.edu/ and from our local

Dropping a Class

I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with your academic advisor, the Financial Aid Office, and me before you decide to drop this course. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. The last day to drop a class this term with an automatic grade of "W" is November 9.

Preferred methods of scholarly citations

Please refer to handout "Guidelines for Preparing Written Assignments"
Classroom/professional behavior

Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor's ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.

GRADE APPEALS PROCESS:

As stated in University Procedure 13.02.99.C2.03, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.03, Student Grade Appeals. These documents are accessible online at:

For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean’s office in the college in which the course is taught. For complete details on the process of submitting a formal grade appeal in CLA, please visit the College of Liberal Arts website, http://cla.tamucc.edu/about/student-resources.html.

Accommodations Policy

Disability Services: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall, Room #116. If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

Academic Advising

The College of Liberal Arts requires that students meet with an Academic Advisor as soon as they are ready to declare a major. Degree plans are prepared in the CLA Academic Advising Center. The University uses an online Degree Audit system. Any amendment must be approved by the Department Chair and the Office of the Dean. All courses and requirements specified in the final degree plan audit must be completed before a degree will be granted. The CLA Academic Advising Office is located in Driftwood #203. For more information please call 361-825-3466.

Class Outline

State and Local Government - All dates and assignments are subject to change. Regular attendance is the key to a student's success.

August 28 Course Introduction

Sept. 3 Last day to late register or add a class
Sept. 4   Chapter 1 - Introduction to Texas History & Politics
Sept. 11  Chapter 2 - The Texas Constitution and the American Federal System
Sept. 18  Chapter 3 - The Texas Legislature
Sept. 25  Exam I - Chapters 1-3
Oct. 2    Chapter 4 - The Executive Department & the Office of the Governor of Texas
Oct. 9    Chapters 5 - The Court System in Texas/ Chapter 6 - The Criminal Justice System in Texas
Oct. 16   Chapters 7 & 8 - Local Governments in Texas /Public Opinion and the Media in Texas
Oct. 23   Exam II - Chapters 4-8
Oct. 30   Chapters 9&10 - Voting and Political Participation in Texas
          Campaigns and Elections in Texas
Nov. 6    Chapters 10 - Political Parties in Texas
Nov. 8    Last Day to Drop a Class
Nov. 13   Chapter 12 - Interest Groups and Lobbying in Texas
Nov. 27   Reading Day - Happy Thanksgiving!
Nov. 28-29 Thanksgiving
Dec. 3    Last day to withdraw from the University
Dec. 4    Chapter 14 - Financing State Government
Dec. 5    Reading Day
Dec. 11   Final Exam

It is my hope that this semester will better prepare you to be an active citizen in this community, in this state, in this nation, or wherever you choose to live. The future will be impacted by knowledgeable, concerned constituents who realize their potential in our government. Let me know how I can assist you in this process.

See you in class!
Heather Hallock
Guidelines for Preparing Written Assignments

Format:
Double spaced - 3 to 4 pages
Font - 12 (nothing larger)
Proper Citation of sources within the text
Bibliography Sheet (work cited)
Attached website or source used
Cover Page
MLA Format (if using APA or any other citation style, put a sticky note on the front page)

Avoiding Plagiarism

Your written assignments should represent collaboration between your thoughts and your sources. In order to remain ethical, you must acknowledge the use of another writer's ideas and language by documenting the source. To borrow without proper documentation is a form of dishonesty. The academic, business and legal communities take plagiarism very seriously.

Two different acts are considered plagiarism: (1) borrowing someone's ideas, information, or language without documenting the source and (2) paraphrasing the source's language too closely, without using quotation marks to indicate language has been borrowed (Hacker 477).

Avoiding close paraphrases

This is the most common form of plagiarism. Remember, it is not enough to name the source when you paraphrase. You must also completely restate the meaning in your own words.

Original Source:
If the existence of a signing ape was unsettling for linguists, it was also startling news for animal behaviorists.

Davis, *Eloquent Animals*, p. 26

Unacceptable Use of Wording
The existence of a signing ape unsettled linguists and startled animal behaviorists (Davis 26).

Unacceptable Use of Structure
If the presence of a sign-language-using chimp was disturbing for scientists studying language, it was also surprising to scientists studying animal behavior (Davis 26).

Acceptable Paraphrasing
According to Flora Davis, linguists and animal behaviorists were unprepared for the news that a chimp could communicate with its trainers through sign language (26).
When in doubt, it is always better to have an unnecessary citation than to omit one that should have been included.

Avoid using long sections of quotation. Learn to use your own words. When you quote more than four typed lines, set off the quotation by indenting it ten spaces from the left margin. Use the normal right margin and do not single-space.

**Unknown Authors:** If the author is not given, either use the complete title in a signal phrase or use a short form of the title in parentheses. i.e. ("Strange Encounter" 26).

**Two or more works by same author:** If your list of works cited includes two or more works by the same author, include the title of the work either in the signal phrase or in abbreviated form in the parenthetical reference.

In *Eloquent Animals*, Flora Davis reports that a chimp...... . (67)

Or: Flora Davis reports that a chimp...... .."was never taught" (Eloquent 67).

**For information on how to cite your references at the end of your paper, there are pamphlets available in the library. They are on the information racks near the research computers. See also** http://owl.english.purdue.edu/owl/resource/747/01/ for citing help.

The following are examples of citations for various types of online resources:


The following list of references would ordinarily be placed on a separated page.

**Works Cited**

Written and Extra Credit Assignments

Research and extra credit assignments are provided throughout the semester. These assignments are meant to increase your ability to use campus facilities, the internet and computers for effective written communication. The number one complaint from campus recruiters is the lack of written communication skills amongst students. These assignments will provide you with opportunities to increase those skills. All assignments should be taken seriously and should be submitted in a professional manner. There are tutors in the learning center who can proofread your assignments if you need additional help.

Criteria:

Double spaced - 3 to 4 pages
Font - 12 (nothing larger)
Proper Citation of sources within the text
Bibliography Sheet (work cited)
Attached website or source used
Cover Page
MLA Format (if using APA or any other citation style, put a sticky note on the front page)

Helpful Hints:

Use spell check on all documents!!!!
Don’t include facts/figures without citing the source.
Check for grammar.
Your paper should be stapled prior to coming to class.
Assignments are due at the beginning of class on the due date.

Extra Credit Assignments are provided as an opportunity to enhance your overall grade in the class. It is not mandatory work, but these assignments can greatly improve your performance in this class. Class discussion often provides useful information for these assignments. Regular attendance allows you the opportunity to take advantage of many useful facts provided during discussion. Please take advantage of these opportunities.

Have a good semester!