Instructor Information
Dr. Elizabeth Oldmixon
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Email: Bb Learn
Office: WH 155; Mailbox: WH 125
Email: Bb Learn
Office hours: W 10.00a-12.00p, 2.00-3.00p & by appt

Teaching Assistants
Student names A-L
Mr. Ron McGauvran
Wooten Hall 337
Office hours: Thursday 10.00a-1.00p
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Student names M-Z
Ms. Melda Ozsut
Wooten Hall 131
Office hours: Friday 10a-1.00p
MeldaOzsut@my.unt.edu

Course Description
This course explores the following topics: the U.S. and Texas constitutions, federalism, the establishment of civil rights and liberties, and the structure of American and Texas government. Pursuant to the Undergraduate Catalog, this course “must be taken to satisfy the requirement of a course emphasizing U.S. and Texas constitutions.” Please note that in instructor may amend this syllabus at her discretion.

Blackboard
A Blackboard page is maintained for this course at learn.unt.edu. Students are responsible for checking Blackboard for assignments and notices. Assignments will be submitted on Blackboard and student grades will be posted on Blackboard. Check that your grades are recorded properly.

Team 1040
Please contact me if you have substantive questions about the substantive course material. My office hours are listed above, and I am available for appointments should you have a scheduling conflict. Email is an excellent way to reach me. If you write M-F, I should get back to you within 24 hours. If I don’t, please feel free to send me a reminder. A note on etiquette: 1) please sign your emails with your name, 2) please include an appropriate salutation, 3) please ask a specific question if you need a response, and 4) please include the course number (PSCI 1040) in the subject line of your message.

You have a teaching assistant assigned to you based upon the first letter of your last name. Any problems you have with administrative or procedural matters such as incorrect grades or problems with homework should be discussed first with your assigned TA. If you have a complaint, contact me after you have spoken to the TA to clarify the problem. If you have trouble with Blackboard, please contact the Student Help Desk at 940.565.2324. If you have difficult accessing the Workbook through Blackboard, contact Mr. Michael Galvan at michaelgalvan@my.unt.edu or text him at: 214.336.1683

Required Texts
Cox, Gloria C. and Richard S. Ruderman, eds. 2011. *Perspectives on American and Texas Politics: A Workbook for Political Science 1040* (Hereinafter, WB). This is only in electronic format through the bookstore *(BEHIND THE COUNTER)*. The course ID is oldmixon52033. ISBN 1-269-435698 / Retail cost $28.55 new

**Course Outline**

With due allowance for delays, here is the tentative schedule:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Dates</th>
<th>Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation</td>
<td>August 29</td>
<td>--</td>
</tr>
<tr>
<td>Studying of American Politics</td>
<td>September 3</td>
<td>Text ch. 1 WB ch. 1 Quiz due 9/3</td>
</tr>
<tr>
<td>U.S. and Texas Constitution</td>
<td>September 5, 10, 12</td>
<td>Text chs. 3 and TX-2 WB ch. 3 Quiz due 9/5</td>
</tr>
<tr>
<td>Federalism</td>
<td>September 17, 19, 24</td>
<td>Text chs. 4 and TX-3 WB ch. 4 Quiz due 9/17</td>
</tr>
<tr>
<td>Midterm Exam 1</td>
<td>September 26</td>
<td>Workbook assignment 1 due</td>
</tr>
<tr>
<td>U.S. Congress</td>
<td>October 1, 3, 8</td>
<td>Text ch. 13 WB ch. 5 Quiz due 10/1</td>
</tr>
<tr>
<td>U.S. Presidency</td>
<td>October 10, 15</td>
<td>Text ch. 14 WB ch. 6 Quiz due 10/10</td>
</tr>
<tr>
<td>Bureaucracy</td>
<td>October 17, 22</td>
<td>Text ch. 16 WB ch. 7 Quiz due 10/17</td>
</tr>
<tr>
<td>Texas Legislature and Executive</td>
<td>October 24</td>
<td>Text, chs. TX-4 and TX-5 Quiz due by 10/24</td>
</tr>
<tr>
<td>Midterm Exam 2</td>
<td>October 29</td>
<td>Workbook assignment 2 due</td>
</tr>
<tr>
<td>U.S. Judiciary</td>
<td>October 31, November 5, 7</td>
<td>Text ch. 15 WB ch. 8 Quiz due by 10/31</td>
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</tbody>
</table>
| Civil Liberties       | November 12, 14 | Text ch. 5  
|                      |                 | WB ch. 9  
|                      |                 | Quiz due by 11/12 |
| Civil Rights         | November 19, 21 | Text ch. 6  
|                      |                 | WB ch. 10  
|                      |                 | Quiz due by 11/19 |
| Texas Judiciary      | November 26     | Text ch. TX-7 
|                      |                 | Quiz due by 11/16 |
| Midterm Exam 3       | December 3      | Workbook assignment 3 due |
| Review for final     | December 5      | -- |
| Comprehensive Final Exam | December 12, 10.30a-12.30p | -- |

**Grading**

Final letter grades will be assigned according to the following schedule: ≥ 90% is an A, 80-89% is a B, 70-79% is a C, 60-69% is a D, < 60% is an F.

Students may choose between two grading plans. They are follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Plan A</th>
<th>Plan B</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workbook</td>
<td>15%</td>
<td>15%</td>
</tr>
<tr>
<td>Midterm Exam 1</td>
<td>25%</td>
<td>16%</td>
</tr>
<tr>
<td>Midterm Exam 2</td>
<td>25%</td>
<td>16%</td>
</tr>
<tr>
<td>Midterm Exam 3</td>
<td>25%</td>
<td>16%</td>
</tr>
<tr>
<td>Readings Quizzes</td>
<td>10%</td>
<td>10%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>--</td>
<td>27%</td>
</tr>
</tbody>
</table>

|                          | 100%   | 100%   |

**Exams:** The three midterm examinations will be non-cumulative closed book exams, comprised of multiple-choice, matching, and true false questions. The final exam will be the same format, but it will be comprehensive. All exams will be based upon the assigned course readings and class lectures.

The final exam is optional. Students who take the exam and have not missed any of the in-term exams will have their grades calculated based upon grading plan B. Students who choose not to take the final exam will have their final grade based upon grading plan A.

Students may miss one midterm exam for any reason. The final exam will count as the makeup exam for students who miss a midterm exam. Students do not need to provide an excuse in order to miss an exam and take the final exam as a makeup exam. No student, however, will be permitted under any circumstances to makeup more than one midterm exam. Students who miss an exam will have their grade calculated according to grading plan A with the final exam grade substituted for the missed exam. Students missing a second exam will receive a zero for the second missed exam.
The optional final will be a traditional scantron exam that will be taken in the classroom. Students must bring a pencil. Students have two format options for the midterm exams: 1) in-class computerized online version of the test using your own laptop that you bring to class, or 2) in the C330 Sage Hall Testing Center.

1) In-class laptop computer which you provide-If you have a laptop, you can take your test online in the classroom, at the scheduled day and time using your laptop (your computer MUST be charged because there are insufficient power outlets).
2) Designated computer lab-We also have seating in a computer lab where you log on to Blackboard on a lockdown browser to take the test (student access and test content the same as the in-class option). You need your student ID to gain access into all UNT computer labs.

At the completion of your test, your grade is sent immediately through Blackboard. You are required to bring and show identification. Failure to do so may result in a failing grade.

On exams days, students may not 1) wear hats, sunglasses, or headphones; 2) eat or drink anything; 3) leave the exam room – even to use the lavatory; 4) answer a phone call; 5) touch, use, or keep in view any electronic devices or class related materials; 6) take the exam after the first person has left.

Workbook Assignments: Students must complete three workbook assignments, one for each testing unit. Workbook assignments are completed online through Blackboard Learn. Each student must submit his/her own work, as this is NOT a group project.

Quizzes: Readings quizzes will cover material from the Text, but not the Workbook. Each quiz is a short assessment that you will take via Blackboard. Quizzes must be completed by 7am on the dates listed on the schedule. In other words, you need to read and take the quiz before we cover the material. You may take each quiz up to three times; your highest score will count. If you do not make at least a 70%, however, I will lower your grade to a zero. I will drop your lowest two quiz grades when calculating your final grade.

Class Policies and Conduct Expectations
Laptops: Students using laptops must sit in one of the last ten rows of the classroom. The reason for this is as follows: recent literature suggests that using laptops in class is negatively associated with student success. I advise against using laptops, but it is up to you. The larger problem is that laptop use negatively affects student success for the people sitting around laptop users. In order to ensure that laptop users do not create distractions, laptop users must sit in the back of the room.

Attendance and Excused Absences: Excused absences are absences that result from a verifiable, documented emergency or unavoidable legal or University obligation. Students who miss class are solely responsible for getting the notes, for all in-class announcements, and for any other consequences of non-attendance.

Late Assignments: All assignments should be uploaded to Blackboard by 5pm on the due date, unless otherwise noted. If for some substantial reason you cannot turn in your assignments at the scheduled time, you should contact me prior to the due date. Assignments turned in late but on the due date (day one) will be eligible for 95% of the total points. On day two, assignments will be eligible for 90% of the total points; on day three they will be eligible for 80% of the total points; on day four they will be eligible for 70% of the total points. Assignments will not be eligible for any credit if they are turned in after day four. Please note that assignments may be turned in early.
Classroom Conduct: The short version is that we must all practice the Golden Rule – treat others as you would like to be treated. Specifically, this means that all students must treat the instructor, the other students, the teaching assistants, and the classroom setting with respect. The same is true for the instructor. Therefore:

- All potentially disruptive electronic devices must be silenced.
- Students should not send text messages, have side conversations, fall asleep, or read irrelevant materials during class. It’s impolite and distracting.
- Students should be on time and stay for the entire period.
- Please show respect for alternative opinions and points of view.
- Please note that expectations for student conduct apply to all instructional forums.
- The Code of Student Conduct can be found at www.unt.edu/csrr.

Religious Holidays
In accordance with UNT Policy 15.2.5, students will be excused from class or other activities for the observance of religious holidays, for religions whose places of worship are exempt from property tax under Section 11.20 of the Tax Code. The student is encouraged to notify the instructor as soon as possible regarding the absence.

Departmental Statement of ADA Compliance
The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation.

Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation website at http://www.unt.edu/oda. You may also contact them by phone at 940.565.4323.

Cheating and Plagiarism
The UNT Code of Student Conduct and Discipline defines cheating and plagiarism as the use of unauthorized books, notes, or otherwise securing help in a test; copying others' tests, assignments, reports, or term papers; representing the work of another as one's own; collaborating without authority with another student during an examination or in preparing academic work; or otherwise practicing scholastic dishonesty.

Normally, the minimum penalty for cheating or plagiarism is a grade of "F" in the course. In the case of graduate departmental exams, the minimum penalty shall be failure of all fields of the exam. Determination of cheating or plagiarism shall be made by the instructor in the course, or by the field faculty in the case of departmental exams.

Cases of cheating or plagiarism on graduate departmental exams, theses, or dissertations shall automatically be referred to the departmental Graduate Studies Committee. Cases of cheating or plagiarism in ordinary coursework may, at the discretion of the instructor, be referred to the
Undergraduate Studies Committee in the case of undergraduate students, or the Graduate Studies Committee in the case of graduate students. These committees, acting as agents of the department Chair, shall impose further penalties, or recommend further penalties to the Dean of Students, if they determine that the case warrants it. In all cases, the Dean of Students shall be informed in writing of the case.

Students may appeal any decision under this policy by following the procedures laid down in the UNT Code of Student Conduct and Discipline.

Policies on academic dishonesty: [http://www.vpaa.unt.edu/academic-integrity.htm](http://www.vpaa.unt.edu/academic-integrity.htm)

**Course Drop Information:** see schedule at [http://essc.unt.edu/registrar/schedule/scheduleclass.html](http://essc.unt.edu/registrar/schedule/scheduleclass.html)