You have a teaching assistant assigned to you based upon the first letter of your last name. This teaching assistant is your first resource for questions related to the class. Any problems that you have with administrative or procedural matters such as incorrect grades or problems with online tests should be discussed first with your assigned T.A. If you have a complaint, contact me after you have spoken to the T.A. to clarify the problem and what you have done to solve it. If you have problems with a grade, contact your T.A. first. Please contact me if you have substantive questions about the course material in the course.

This course is designed to assist the student in understanding the design, function, and influences upon the American and Texas political systems. Students are expected to read the assigned course material prior to arriving for class. The following books are required for the course:


**Online Workbook:** Matthew Eshbaugh-Soha. *2305 Workbook: Process and Policies, 3rd edition.* Can be purchased online or with a registration card from the bookstore.

### GRADING

<table>
<thead>
<tr>
<th>Component</th>
<th>Plan A</th>
<th>Plan B</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>25%</td>
<td>15%</td>
</tr>
<tr>
<td>Exam 2</td>
<td>25%</td>
<td>15%</td>
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<tr>
<td>Exam 3</td>
<td>25%</td>
<td>15%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>----</td>
<td>30%</td>
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<tr>
<td>Workbook</td>
<td>25%</td>
<td>25%</td>
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</table>

**Exams**

There will be three multiple choice/true-false exams during the semester. The exams will be based upon the assigned course readings, online workbook, and class lectures. All in-term exams will be taken in class during the assigned class period.

The final exam is an **optional**, cumulative exam. 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. All exams taken will count toward a student’s grade. **No exam scores will be dropped under any circumstances.**

**Students may miss 1 in-term exam for any reason.** The final exam will count as the makeup exam for students who miss an in-term 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 1 in-term 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 who do not drop the class will receive a 0 for the second missed exam.

**Online Workbook**

The online workbook is an important source of material covered in class. In order to access the online workbook, you will either need to purchase a registration card from the bookstore or purchase the workbook directly from the publisher.
website. Once you have purchased access to the workbook, you will access it directly through the class Blackboard page by clicking on the “2305 workbook” link.

There are 8 workbook chapters assigned throughout the course. Your workbook assignment grades will be based upon the number of correct multiple choice questions that you answered and whether or not you completely answered the remaining questions in the workbook chapter. You may answer the multiple choice questions as many times as you wish until you get the best grade possible.

Each workbook chapter has a target deadline to help you to try and stay on schedule. You, however, may complete the workbook assignments for full credit after the target deadline. All workbook assignments, however, must be completed no later than **5pm on Wednesday, May 2nd**.

**COURSE RULES**

1. You are responsible for your own education. You are expected to be responsible for attending lectures and arranging for notes when you miss lecture. You are responsible for submitting assignments when they are due and for taking exams as noted on the syllabus.
2. Please be sure to turn off cell phones and beepers before coming to class. If they go off and disrupt class you will be asked to leave.
3. Be sure to check Blackboard often. I will provide important course information here, including schedule changes, that you will be responsible for being aware of.
4. All work in this course is expected to be your own. I take cheating extremely seriously and will refer incidents of cheating to the appropriate university authorities.
5. Come to me with problems/concerns early. Waiting for help until just before the final exam will likely be too late.
6. This syllabus is not a contract. I reserve the right to alter the schedule listed in this syllabus. You are responsible for being aware of any announced changes.
7. I do not negotiate grades or arbitrarily bump up grades under any circumstances. I will only assign the grade that you earn in this class.

**CONTACTING ME**

I have scheduled office hours on Monday, Wednesday, & Friday. Unless I announce otherwise during class and barring an emergency, I am guaranteed to be in my office during those times. I am happy to meet with you at another time that better fits your schedule, just drop me an e-mail message or talk to me after class to setup an appointment. Far too often, students are hesitant to contact their professors before a problem occurs or even shy away from asking questions out of fear of “bothering” the professor – do not make that mistake! Your college education is an expensive endeavor; get all that you can out of this class by asking questions early and often. I am also happy to answer questions over e-mail and tend to check my e-mail frequently. If I receive a question from you I will try to respond as quickly as possible.

**COURSE SCHEDULE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Reading Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 17</td>
<td>Introduction</td>
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<tr>
<td>January 19-24</td>
<td>American Political Culture</td>
<td>Text: Chapter 1</td>
</tr>
<tr>
<td>January 26-31</td>
<td>Public Opinion</td>
<td>Text: Chapter 2</td>
</tr>
<tr>
<td></td>
<td>*** January 31: Online Workbook Public Opinion Chapter Due ***</td>
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<tr>
<td>February 2-7</td>
<td>The Media</td>
<td>Text: Chapter 7</td>
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<td></td>
<td>*** February 7: Online Workbook Mass Media Chapter Due ***</td>
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<tr>
<td>February 9-14</td>
<td>Texas Political Culture</td>
<td>Text: Chapter 11</td>
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<tr>
<td>February 16</td>
<td>*** Exam 1 – In class ***</td>
<td></td>
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<tr>
<td>February 19-23</td>
<td>Interest Groups</td>
<td>Text: Chapter 5, Chapter 14</td>
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<tr>
<td></td>
<td>*** February 23: Online Workbook Interest Groups Chapter Due ***</td>
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<tr>
<td>February 26-March 2</td>
<td>Political Parties</td>
<td>Text: Chapter 4, Chapter 13</td>
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<td>*** March 2: Online Workbook Political Parties Chapter Due ***</td>
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</table>
March 5-9  Political Participation  Text: Chapter 3, Chapter 12
  *** March 9: Online Workbook Political Participation Chapter Due ***

March 12-16  Spring Break – No class meetings

March 19-26  Elections  Text: Chapter 6, Chapter 15
  *** March 26: Online Workbook Elections and Campaigns Chapter Due ***

March 28  *** Exam 2 – In class ***

March 30-April 6  Economic & Environmental Policy  Text: Chapter 8, Chapter 17

April 9-16  Welfare & Education Policy  Text: Chapter 9, Chapter 16
  *** April 16: Online Workbook Domestic Policy Chapter Due ***

April 18-27  Foreign & Defense Policy  Text: Chapter 10
  *** April 27: Online Workbook Foreign Policy Chapter Due ***

April 30  *** Exam 3 – In class ***

May 2  Optional Course Review & Wrap-up

*** Wednesday, May 2nd, 5pm: Final Course Deadline for Completion of Workbook Assignments ***

*** Final Exam – Monday, May 7th, 8am-10am in our regular classroom ***

Academic Integrity
Academic Integrity is defined in the UNT Policy on Student Standards for Academic Integrity. Any suspected case of
Academic Dishonesty will be handled in accordance with the University Policy and procedures. Possible academic penalties
range from a verbal or written admonition to a grade of “F” in the course. Further sanctions may apply to incidents involving
major violations. You will find the policy and procedures at: http://facultysuccess.unt.edu/academic-integrity.

Statement of ADA Compliance
The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking
reasonable 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 a reasonable accommodation letter to be delivered to faculty to begin a
private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time,
however, ODA notices of reasonable 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 reasonable accommodation for every semester and
must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters
of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask
students to discuss such letters during their designated office hours to protect the privacy of the student. 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.

Acceptable Student Behavior:
Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is
unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable
behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider
whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply
to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of
Student Conduct can be found at www.deanofstudents.unt.edu

SEXUAL DISCRIMINATION, HARRASSMENT, & ASSAULT
UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual
assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of
these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and
harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

UNT’s Dean of Students’ website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanofstudents.unt.edu/resources_0. Renee LeClaire McNamara is UNT’s Student Advocate and she can be reached through e-mail at SurvivorAdvocate@unt.edu or by calling the Dean of Students’ office at 940-565-2648. You are not alone. We are here to help.

**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.

**Course Evaluations**

The Student Perceptions of Teaching (SPOT) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SPOT to be an important part of your participation in this class.