



# NORTHWEST FLORIDA STATE COLLEGE

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## INSTRUCTOR INFORMATION

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- Professor: Jessica Khan
- Email: [khanj@nwfsc.edu](mailto:khanj@nwfsc.edu)
- Phone: (850) 200-4114
- Office Hours: MTWTh 8:00am-9:20am, 11:00-12:20 MTWR
- Office Location (Campus/Building/Room): Niceville, Building 500, Room A226

## INSTRUCTOR COMMUNICATION

Your NWFSC email is the official communication medium of the College. Please check your College email regularly for any class and College notifications. I will strive to reply to emails within 24-48 business hours.

## COURSE POLICIES

- **I will not grant any student requests for an extra grade increase beyond what the student has earned in the course.** There will be no eleventh hour opportunities to earn extra credit. Any opportunities to earn credit in the course will be equally available to all students.
- **No late work will be accepted without both 1) a valid excuse and 2) proactive communication.** Proactive communication requires students reach out to me 24 hours before the assignment is due to let me know why they cannot complete the assignment before the specified deadline and request an extension. If 24 hours' notice is infeasible (e.g. in a genuine emergency situation), you must let me know as soon as possible and *before the deadline passes*. All assignments will disappear from Canvas at the deadline and I will not reopen them unless both requirements to make up late work (valid excuse and proactive communication) are met.
- It is students' responsibility to maintain awareness of all major aspects of the course, such as policies, procedures, assignments, and due dates.
- Students are responsible for ensuring that the correct, uncorrupted file version of assignments are uploaded by the stated due date.

- Technical error claims as excuses for late submissions must include: (1) a screenshot of the error message, (2) the assignment emailed as an attachment as soon as possible if the issue is with Canvas, and (3) the document's date last edited must show as prior to the deadline passing.
- Students need to be proactive about determining whether they need accommodations. I will not adjust grades previously earned before documentation that a student will require accommodations.
- Do not take phone calls during class. If there is a dire emergency, step outside to take any calls.
- Speaking when I am speaking is disruptive to the learning environment and will not be tolerated.
- Leaving early is disruptive, distracting, and damaging to the educational environment. Students will therefore be penalized 0.5% of their final class grade for each early departure not previously cleared with the instructor. If a genuine emergency occurs, please feel free to depart early and notify me as soon as possible, and this penalty will not apply. Stepping out to use the restroom does not count as an early departure, but please be mindful to leave and return as quietly as possible.
- Audible sighing, groaning, or other disrespectful verbal and non-verbal behavior is unwelcome and will not be tolerated.
- I reserve the right to have continuously disruptive students leave the classroom to protect the educational rights of students who wish to learn and succeed in class.

## COURSE INFORMATION

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- Course Name and Number: POS 1041, CRN 20217
- Class Location (Campus/Building/Room): Niceville, Building 350, Room 303
- Class Modality: Traditional
- Class Days: Mondays and Wednesdays
- Class Times: 9:30am-10:50am
- Online Classroom with Gradebook: Canvas class shell
- Final Exam: xxxx

## COURSE DESCRIPTION

In this course, students will investigate how the national government is structured and how the American constitutional republic operates. It covers the philosophical and historical foundations of American government, including but not limited to the Declaration of Independence, the

United States constitution and all its amendments, and The Federalist Papers. The course examines the branches of government and the government's laws, policies, and programs. It also examines the ways in which citizens participate in their government and ways their government responds to citizens.

#### **COURSE-LEVEL STUDENT LEARNING OUTCOMES**

- **Goal #1: Students will be able to explain the ideas and principles underlying our system of government and founding documents.**
  - Objective 1.1: Understand the motivations and discussions of delegates at and prior to the Constitutional Convention, and how these discussions shaped various processes and institutions such as the constitutional amendment process, the Electoral College, the Bill of Rights, the structure of Congress, and our system of checks and balances.
  - Objective 1.2: Explain the principles of federalism, republican or representative government, popular sovereignty, the separation of powers, and checks and balances, and how each of these principles is incorporated in our system of government.
  - Objective 1.3: Comprehend the major sections and ideas of founding documents such as the Declaration of Independence, the Constitution, and the Federalist Papers.
  
- **Goal #2: Students will understand the basic processes and functions of all of the major institutions of our government across the legislative, executive, and judicial branches.**
  - Objective 2.1: Explain the institutions, historical development, processes, roles, responsibilities, and structure of the legislative branch.
  - Objective 2.2: Explain the institutions, historical development, processes, roles, responsibilities, and structure of the executive branch.
  - Objective 2.3: Explain the institutions, historical development, processes, roles, responsibilities, and structure of the judicial branch.

- **Goal #3: Students will comprehend the political behavior and influence of various actors in our government, including political parties, interest groups, the media, and the public.**
  - **Objective 3.1: Examine the behavior and influence of political parties on our national government.**
  - **Objective 3.2: Examine the behavior and influence of interest groups on our national government.**
  - **Objective 3.3: Examine the behavior and influence of the media on our national government.**
  - **Objective 3.4: Examine the behavior and influence of the public on our national government.**

***Unit-Level Measurable Objectives***

- **Goal #1: Students will be able to explain the ideas and principles underlying our system of government and founding documents.**
  - Objective 1.1: Understand the motivations and discussions of delegates at and prior to the Constitutional Convention, and how these discussions shaped various processes and institutions such as the constitutional amendment process, the Electoral College, the Bill of Rights, the structure of Congress, and our system of checks and balances.
    - Test Questions
    - Lecture Review Participation
    - Lecture Question Assignment Series
  - Objective 1.2: Explain the principles of federalism, republican or representative government, popular sovereignty, the separation of powers, checks and balances, civil rights, and civil liberties, and how each of these principles is incorporated in our system of government.
    - Test Questions
    - Lecture Review Participation
    - Lecture Question Assignment Series
    - Discussion (Traditional sections) or Essay (Online Sections) on Civil Liberties
  - Objective 1.3: Comprehend the major sections and ideas of founding documents such as the Declaration of Independence, the Constitution, and the Federalist Papers.
    - Test Questions
    - Lecture Review Participation

- Lecture Question Assignment Series
- **Goal #2: Students will understand the basic processes and functions of all of the major institutions of our government across the legislative, executive, and judicial branches.**
  - Objective 2.1: Explain the institutions, historical development, processes, roles, responsibilities, and structure of the legislative branch.
    - Test Questions
    - Lecture Review Participation
    - Lecture Question Assignment Series
  - Objective 2.2: Explain the institutions, historical development, processes, roles, responsibilities, and structure of the executive branch.
    - Test Questions
    - Lecture Review Participation
    - Lecture Question Assignment Series
  - Objective 2.3: Explain the institutions, historical development, processes, roles, responsibilities, and structure of the judicial branch.
    - Test Questions
    - Lecture Review Participation
    - Lecture Question Assignment Series
- **Goal #3: Students will comprehend the political behavior and influence of various actors in our government, including political parties, interest groups, the media, and the public.**
  - Objective 3.3: Examine the behavior and influence of the media on our national government.
    - Test Questions
    - Lecture Review Participation
    - Lecture Question Assignment Series
  - **Objective 3.1: Examine the behavior and influence of political parties on our national government.**
    - Test Questions
    - Lecture Review Participation
    - Lecture Question Assignment Series
    - Bonus Assignments on Party Platforms and Political Typologies
  - **Objective 3.2: Examine the behavior and influence of interest groups on our national government.**
    - Test Questions
    - Lecture Review Participation

- Lecture Question Assignment Series
- **Objective 3.4: Examine the behavior and influence of the public on our national government.**
  - Test Questions
  - Lecture Review Participation
  - Lecture Question Assignment Series
  - Bonus Assignments on Party Platforms and Political Typologies
  - Policy Discussions

**COURSE PREREQUISITES**

Prerequisite(s): a passing score on the standardized placement test measuring communication/verbal/reading achievement or successful completion of [ENC 0025](#) and [REA 0017](#).

**COURSE MATERIALS**

Our course will utilize the [Openstax American Government Textbook](#). It is fully available for free online. You do not have to purchase a physical copy, but physical copies are available for purchase in the NWFSC bookstore if you prefer.

**STUDENT EXPECTATIONS AND RESOURCES**

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NWFSC aims for excellence in education and scholarly pursuits. Campus policies and procedures support this goal by protecting the health, safety, welfare, and property of the College and its students. To view all campus policies, please see the [college catalog](#). Several essential policies are provided below.

NWFSC POLICY	DESCRIPTION
<a href="#">Academic Integrity</a>	Students are expected to behave responsibly as members of the College community and be honest and forthright in their academic endeavors. They are also expected to behave professionally and refrain from disrupting other students’ learning environments.
<a href="#">Accommodations</a>	The <a href="#">Accommodation Resource Center</a> at Northwest Florida State College is committed to providing equal access and opportunities for educational success to all students with disabilities as guided by the American Disabilities Act and other disability-related laws.
<a href="#">Attendance</a>	Regular attendance and participation in the course is expected.
<a href="#">Tutoring Services</a>	Tutoring services are available in person and online.

<a href="#"><u>Counseling Services</u></a>	All actively enrolled students can receive an initial assessment and up to five therapeutic sessions with a Behavioral Health provider at no cost to the student.
<a href="#"><u>Student Code of Conduct</u></a>	Students are expected to adhere to the rules, regulations, and policies outlined in the Student Code of Conduct.
<a href="#"><u>Student Complaints</u></a>	NWFSC desires to resolve student grievances, complaints, and concerns expeditiously, fairly, and in an amicable manner. A student who desires to resolve a grievance may initiate the resolution process using the information in the link provided to the left.
<a href="#"><u>Student Rights and Responsibilities</u></a>	Understanding your role as a student.

## ASSIGNMENTS, GRADING SCHEME AND PROCEDURES

### Assignments

Assignment Category	Points/Percentage of Grade	Due Date
Exam I	20%	xxxx
Exam II	20%	xxxx
Final Exam	25%	xxxx
Policy Discussion I	5%	xxxx
Policy Discussion II	5%	xxxx
Policy Discussion III	5%	xxxx
Lecture Review Participation	10%	xxxx
Lecture Question Assignments	10%	xxxx

#### *Exam I (20%)*

This exam will cover everything learned in class about the following topics: The Constitution, Federalism, Civil Rights, and Civil Liberties. It will be a multiple-choice exam consisting of 50 questions with four answer options each.

#### *Exam II (20%)*

This exam will cover everything learned in class about the following topics: Congress, the Presidency, the Bureaucracy, and the Judiciary. It will be a multiple-choice exam consisting of 50 questions with four answer options each.

### *Final Exam (25%)*

This exam will be cumulative, i.e. it may include anything learned over the course of the semester. It will be a multiple-choice exam consisting of 50 questions with four answer options each.

### *Policy Discussions (15%)*

Students will participate in a series of discussions about important public policy issues. There will be three discussions in total, each worth 5% of your final class grade. For all three discussions, students will make their initial discussion posts in Canvas. In their initial discussion posts, students will be required to identify and explain the reasoning behind *two clear arguments for each side* of the discussion question. We will brainstorm and select the discussion topics for all three debates on the first day of class. The first discussion will be held in-person, and the last two will be held online through Canvas. For the online discussions, students will reply to at least two of their classmates and critically evaluate at least one point raised by each classmate. Critical evaluation requires comprehending the point made and adding *your own original insights*, such as connections to class material, your personal experience, current events or logical extensions of the argument. Initial posts should be at least 200 words in length, and online replies should be at least 75 words in length. **Initial posts are due by 9am on the date specified in the course schedule. Replies are due by 11:59pm on the date specified in the course schedule.** Please be sure to submit your initial post by 9am in order to give your classmates time to reply.

### *Lecture Review Participation (10%)*

Students will be randomly called on to review material learned during lectures over the course of the semester. While attendance itself is not graded, students must be present in order to participate and earn credit for this component of the final class grade. This grade will be calculated as the proportion of times students were present to participate out of the number of times they were randomly selected from the roster. Students who give advanced notice (24 hours except in genuine emergencies) will be excused from participation for that day.

Random calling ensures students are mentally present and engaging with the material, and helps ensure discussions in class are not dominated by only a handful of students. Randomly calling on students to answer questions gives everyone an opportunity to earn participation credit.

### *Lecture Question Assignment Series (10%)*

Students will answer questions that follow along with the lecture for every class meeting during which there is a lecture (most days in class). These questions constitute the Lecture Question Assignment Series. There are 18 of these assignments in total, each of which is worth 0.5% of your final class grade except for the four assignments on the Constitution and Congress, which are each worth 0.75% of your final class grade. The purpose of these assignments is to help build and retain knowledge. Handwriting is strongly encouraged to best learn and remember this information.

## **Grading Scheme**

<b>Grade</b>	<b>Range</b>
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A	90 – 100 %
B	80 – 89 %
C	70 – 79 %
D	60 – 69 %
F	59 and less %

## OTHER IMPORTANT INFORMATION

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### **EMERGENCY COLLEGE CLOSURE**

This course's schedule, requirements, and procedures are subject to change in the event of unusual or extraordinary circumstances. If the College closes for inclement weather or another emergency, any exams, presentations, or assignments previously scheduled during the closure period will automatically be rescheduled for the first regular class meeting held once the college reopens. If changes to graded activities are required, students will not be penalized due to the adjustments but will be responsible for meeting revised deadlines and course requirements.

### **ACADEMIC CONTINUITY PLAN**

NWFSC is dedicated to protecting the health and well-being of its students, staff, and faculty. The College is dedicated to working with faculty and students to ensure timely course and program completion during emergencies. In the event of a College closure, the format of this course may be modified to enable completion of the course through other means, including but not limited to online course delivery through online classrooms. Check your RaiderNet College email and LMS classroom online for any updates.

### **WELCOME TO CLASS**

Thank you for choosing NWFSC for your education—and welcome to class!

### **CLASS SCHEDULE**

#### **Week One: Introductions, The Constitution**