

Clarendon College
Liberal Arts Division/Government
Texas Government 2306.102 & 2306.921 - Course Syllabus
Spring 2025 Tuesday/Thursday 11:00 To 12:20 A.M.
3 Credit Hours

Spring 2025

Classroom Admin 102 and by Zoom at Pampa Campus

Your instructor: Ms. Kim Jeffrey Phone: 806-874-4812

E-mail Kim.Jeffrey@clarendoncollege.edu

Office hours: Room 110

Monday 10:00 – 11:00 & 1:00 - 2:30

Tuesday 9:00 - 11:00 & 1:00 - 2:30

Wednesday 10:00 – 11:00 & 1:00 - 2:00

Thursday 9:00 - 11:00 & 1:00 - 2:00

I will be happy to meet with you anytime by appointment by zoom.



The textbook for this course is contained in your Open LMS course. Author: [Brenda Norton](#) License: [Creative Commons Attribution](#)  and Austin Community College License: [Creative Commons Attribution](#) 

Course Description: Origin and development of the Texas Constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas.

Statement of Purpose: This course partially satisfies the Government/Political Science component of the core curriculum and is designed for transfer to a senior college or university.

Method of Instruction: This is a face to face class with an online component. Face-to-face classes will consist of in-class lectures and/or power point presentations by the instructor on relevant material from the textbook and classroom discussions on topics relating to current political events and issues. Materials and assignments are in Open LMS.

Core Objectives for Social & Behavioral Sciences Includes:

- Critical thinking skills, creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- Effective written, oral, and visual communication skills.
- Social responsibility, intercultural competency, civic knowledge, and the ability to engage effectively in regional, national and global communities.
- Personal responsibility, the ability to connect choices, actions and consequences to ethical decision-making.

Student Learning Outcomes: Upon successful completion of this course the learner shall be able to:

1. Explain the origin and development of the Texas Constitution – Assesses CT and COM with Chapter assignments.
2. Describe state and local political systems and their relationship with the federal government - Assesses CT and COM with Chapter Assignments.
3. Describe separation of powers and checks and balances in both theory and practice in Texas - Assesses CT and COM with Chapter Assignments.
4. Demonstrate knowledge of the legislative, executive, and judicial branches of Texas government - Assesses CT and COM with Chapter Assignments and PR, SR and COM with Opinion Paper (Judicial).
5. Evaluate the role of public opinion, interest groups, and political parties in Texas - Assesses SR with Opinion Paper II.
6. Analyze the state and local election process - Assesses SR and PR with Opinion Paper (Elections).
7. Identify the rights and responsibilities of citizens - Assesses SR and PR with Opinion Paper II (Elections).
8. Analyze issues, policies and political culture of Texas - Assesses CT, COM and PR with Opinion Paper –(Political Culture).

Class Attendance Policy:



For this course, I will submit an attendance report each for each class time. Students who are in class will be marked "present." Students can be placed on academic probation or lose financial aid for non-attendance. If you are late, it is your responsibility to make sure the instructor counts you as present.

- **For Tuesday/Thursday class:**
- **3 unexcused absences = 50 on Class Participation score**
- **4 unexcused absences = 0 on Class Participation score.**

- Three tardies will be counted as one absence
- More than 8 unexcused absences can result in a grade of 'F' for this course.

Excused Absences: Approved participation in school-sponsored activities is considered an excused absence. It is your responsibility to inform the instructor **prior to the school-sponsored activity**. It is also your responsibility to make **arrangements for any exams** missed due to an excused absence. An absence MAY, at the discretion of the instructor, be excused based on the following:

- Illness on the part of the student, with doctor's note provided. If you believe you have the COVID virus, you will be excused from class only if you have followed the College protocol, and I am notified by administration.
- Severe illness or death in your immediate (not extended) family.
- **You must provide documented proof of the reason for your absence or it will not be excused.**

Class Policies: Students are responsible for all college regulations as stated in the Clarendon College Catalog available in the administration office.

- **No cell phone use during class-time. Abuse of this policy can result in an absence and can be reflected in your class participation score.**
- **Do not leave the classroom during class-time unless it is an emergency. If you abuse this policy you will be counted absent and this absence can be reflected in your class participation score.**
- Disruptive conduct is considered a serious offense. Faculty members reserve the right to remove a student from a class for just cause. Students removed will be referred to the Vice-president of Academics and Student Affairs for disciplinary action, up to and including disciplinary suspension.
- Students are expected to conduct themselves in the classroom in a manner conducive to academic progress.



Academic Integrity Policy

Clarendon College is committed to a philosophy of honesty and academic integrity. It is the responsibility of all members of the Clarendon College community to maintain academic integrity at Clarendon College by refusing to participate in or tolerate academic dishonesty. Any act of academic dishonesty will be regarded by the faculty and administration as a serious offense.

Academic dishonesty violations include, but are not limited to: (1) obtaining an examination, classroom activity, or laboratory exercise by stealing or collusion; (2) discovering the content of an examination, classroom activity, laboratory exercise, or homework assignment before it is given; (3) observing the work of another during an examination or providing answers to another during the course of an examination; (4) using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment; (5) entering an office, classroom, laboratory, or building to obtain unfair advantage; (6) taking an examination for another person; (7) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (8) altering grade records; (9) using any unauthorized form of an electronic communication device during an examination, classroom activity, or laboratory exercise; and/or, (10) plagiarism. (Plagiarism is defined as the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person's work without proper credit. This includes, but is not limited to, turning in a paper purchased or acquired from any source, written by someone other than the student claiming credit, or stolen from another student.)

Students are responsible for reporting known acts of academic dishonesty to a faculty member, the program coordinator, or the Vice-president of Students. Any student with knowledge of a violation who fails to report it shall him/herself be in violation and shall be considered to have committed an act of academic dishonesty. Additionally, any student who reports him/herself in violation of this code before it is likely that another might consider this possibility will be understood as repentant and acting in good faith. Though the confession will not excuse the student for the violation, the confession will be considered and the violation should not result in suspension from school except in the most extreme cases.

While academic integrity and honesty are the responsibility of the individual student, each individual faculty member, teaching assistant, and/or laboratory instructor is responsible for classroom management and for maintaining ethical behavior within the classroom and/or laboratory. Faculty who discover or suspect a violation should discuss the matter with the suspected violator(s) and attempt to resolve the case at that point. In cases of convincing evidence, the faculty member should take appropriate action. The faculty member and student should complete a Counseling Sheet regarding the violation. (The Counseling Sheet should contain at a minimum the date and time of the violation, the course, the instructor's name, the student's name, an explanation of the infraction or facts of the case, and the resolution to the

incident.) This form should be signed by the student, faculty member, program coordinator, and the Vice-president of Students. The Vice-president of Students will maintain a file on all violations. If a faculty member prefers to report the case directly to the Vice-president of Students, it remains his/her prerogative to do so. Additionally, if the faculty member and the accused student cannot reach a resolution or if the faculty member believes that suspension from school is the only fair sanction, the case should immediately be reported by the faculty member, in writing, to the Vice-president of Students. If the Vice-president of Students observes any trends in student behavior which involve more than one violation or act of academic dishonesty, the Vice-president is responsible for notifying all faculty members involved, for contacting the student(s) involved, and after consultation with the faculty member(s) involved for taking the appropriate action. The Vice-president of Students is responsible for the timely notification (normally within two weeks) to all parties of an action taken. Students wishing to appeal a disciplinary decision involving academic integrity or acts of academic dishonesty may do so through the Student Appeals and Grievance Procedure.

PLAGIARISM: Read the following explanations carefully and be sure that you understand them.



1. **AI and Internet use:** Copying and pasting from the Internet and/or ChatGPT or any other AI program is plagiarism. All work must have an appropriate and accurate citation, this includes the use of any form of AI.
2. **Purchasing papers:** The purchase of a paper or any form of assignment from a paper mill is plagiarism.
3. **Word-for-word plagiarism:** The student quotes his or her source without using quotation marks. Even if the student cites the source, he or she is still plagiarizing because proper quotation procedures were not used.
4. **Paraphrased plagiarism:** The student uses a source and with the exception of changing a few words or phrases essentially quotes the original. Even if the source is properly cited, the writing is still plagiarized because the student has used the author's style, vocabulary, and content and claimed it as his or her own.
5. **Improper citations:** If a student uses someone's information other than his or her own, the source of the material must be properly cited. Failure to do so is plagiarism.
6. **Improper use of ideas:** Ideas are as equally protected as words. If the student uses someone's ideas, but expresses them in his or her words, the student plagiarizes if he or she does not cite the source of the idea.
7. **Student sharing:** While students are certainly free to work together and study together, an assignment that calls for individual work must reflect the student's personal effort. If a student borrows or copies another student's work, that is plagiarism. If a student has another student write a paper, that is plagiarism. If two students collaborate on an individual assignment and turn in the same work, that is plagiarism. Plagiarism is a serious academic offense. It involves legal issues about improper use of materials that do not belong to the student. Plagiarism is unethical. A student must do his or her own work; otherwise, the learning process is compromised. Plagiarism is unfair to fellow students who take the time and make the effort to do their own work. **Essentially, plagiarism is cheating and will not be tolerated.**

Academic dishonesty violations include, but are not limited to:

- The use of AI, or obtaining an examination, classroom activity, or laboratory exercise by stealing or collusion
- discovering the content of an examination, classroom activity, laboratory exercise, or homework assignment before it is given
- observing the work of another during an examination or providing answers to another during the course of an examination
- using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment
- entering an office, classroom, laboratory, or building to obtain unfair advantage
- taking an examination for another person

- completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person
- altering grade records
- using any unauthorized form of an electronic communication device during an examination, classroom activity, or laboratory exercise
- plagiarism (Plagiarism is defined as the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person's work without proper credit. This includes, but is not limited to, turning in a paper purchased or acquired from any source, written by someone other than the student claiming credit, material written with **Artificial Intelligence (ChaptGPT, etc.)** or stolen from another student.)



Withdrawing from (Dropping) the Course: If you decide that you are unable to complete this course or that it will be impossible to complete the course with a passing grade, you may drop the course and receive a “W” on your transcript instead. (The last day to drop a course is available on the Academic Calendar, located at the Student link on the Clarendon College website.) Withdrawal from a course is a formal procedure that you must initiate. If you do not go through the formal withdrawal procedure, you will receive whatever grade you have earned. Whether to drop a class requires a lot of thought. According to Texas state law a student is only allowed to drop the same class twice before the student will be charged triple the tuition amount for taking the class a third time or more. Further, beginning with the Fall 2007 semester, students in Texas may only drop a total of 6 courses throughout their entire undergraduate career. After the 6th dropped class, the student will no longer be able to withdraw from any classes.

Accommodation statement Requirements of the Americans with Disabilities Act:

In accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, any student who feels that he or she may need any special assistance or accommodation because of an impairment or disabling condition should contact the Associate Dean of Enrollment Services at 806-874-4837 / janean.reish@clarendoncollege.edu or visit the Clarendon campus at Clarendon College. It is the policy of Clarendon College to provide reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to contact the Associate Dean of Enrollment Services.

Nondiscrimination Policy: Clarendon College, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status. It is the policy of Clarendon College not to discriminate based on gender, age, disability, race, color, religion, marital status, veteran's status, national or ethnic origin, or sexual orientation. Harassment of a student in class, i.e., a pattern of behavior directed against a particular student with the intent of humiliating or intimidating that student will not be tolerated. The mere expression of one's ideas is not harassment and is fully protected by academic freedom, but personal harassment of individual students is not permitted.

Student Rights and Responsibilities: Student Rights and Responsibilities are listed on the College website at: <http://www.clarendoncollege.edu/Resources/Student%20Services/StudentRightsResponsibilities.pdf>.

It is the policy of the Liberal Arts Division at Clarendon College that any student enrolled in a face-to-face Liberal Arts course must remain in the scheduled face-to-face course through the end of the semester unless the student chooses to drop the course. No student may choose to transition from face-to-face to remote or online. Extenuating circumstances that warrant a transition to online learning can override this policy if determined by the Vice President of Academic Affairs in consultation with the Division Chair and the course instructor. This transition will be communicated in writing to all parties: student, instructor, Division Chair, and Vice President of Academic Affairs.



Students are responsible for ensuring that their work is consistent with Clarendon College's expectations about academic. This course uses TURN-IT-IN to ensure academic integrity. Turnitin will give you a reading of percentages of work that is used in another text, whether that be an online text, a source (such as your textbook), a paper that was submitted to another college, or any string of words that have been used in another context. You will have the opportunity to revise your essay if the percentage of material taken from any source other than yourself is above 20%. Turnitin will also give a percentage of possible AI-generated text.

Grades

All assignments are in Open LMS. Save your assignment to your computer or flash drive as either an .rtf file or doc.x, and then upload it into Open LMS. Exams will be given during class time and based on the textbook reading assignments and in-class lectures.

The final semester grades will be figured as set in the current catalog:

90 to 100 = A 80 to 89 = B 70 to 79 = C 60 to 69 = D Below 59 = F

Your official final grade will be available through your Student Portal at Clarendon College's website. Your course average in Open LMS will not be accurate until all assignments, exams and class participation score are entered.

○ 38%	Exams (4 multiple choice in-class exams)
○ 40%	Opinion Papers (4 assignments)
○ 12%	Texas Politics Assignments, (6 assignments)
○ 10%	Discussion and Class Participation score (assessed at end of semester)
Total 100%	

Grades, syllabus and assignments are accessed through the Open LMS on the College website. Assignments are to be turned in electronically through your Open LMS. You will need your user ID and assigned password.

Cheating will result in a zero on that assignment or exam. This includes copying from the internet or AI, and copying the work of another student. Any subsequent cheating will result in an "F" for this course, and the matter will be referred to the Vice-president. **If you leave class during a test you cannot come back in to finish the test.**

Tentative Course Schedule Spring 2025

Texas Government 2306.102 TR @ 11.00 to 12:20 A.M.

Unit I

Tues - Jan 21-23	Syllabus and Introduction
Jan 28 – 30	Chapter 1: Introduction to Texas Politics
Feb 4 – 6	Chapter 2: American Federalism
Feb 11- 13	Chapter 3: Texas State Constitutions
Feb 18- 20	Chapter 4: The Executive Branch

- **Chapter 1 and 2 Opinion Paper** - Political Culture, Issues, Policies due Friday, Feb 7
- **Chapter 4:** Texas Politics due Friday, Feb 21

Feb 25 Exam I: Chapters 1, 2, 3, 4

Unit II

Feb 27 – Mar 4	Chapter 5: The Texas Legislature
Mar 6 – 13	Chapter 6: Interest Groups and Lobbying In Texas Politics
March 17 - 21	Spring Break
Mar 25 - 27	Chapter 7: Political Parties in Texas

- Chapter 5: Texas Politics due Friday March 7
- Chapter 6 Opinion Paper – Interest Groups (Rights and Responsibilities) is due by Friday, March 14

April 1 Exam II: Covers Chapters 5, 6, 7.

Unit III

April 3 -10 Chapter 8: Political Participation, Voting, Elections, and Campaigns

April 10 Last Day to drop with a 'W'

Apr 15 – 17 Chapter 9: Local Governments in Texas

April 18 Good Friday, no classes

- **Chapter 8 Opinion Paper** (Political Participation) due by Friday, Apr 11
- **Chapter 9: Texas Politics** is due Friday, Apr 18

Apr 22 Exam III: Covers Chapter 8 and 9

Unit IV

Not covered Chapter 10: Budget, Finance, and Policy in Texas

April 24 - 29 Chapter 11: The Court System in Texas

May 1 – 7 Chapter 12: The Criminal Justice System in Texas

May 9 Commencement - no class

- Chapter 11 Texas Politics: Friday, May 2
- Chapter 11 & 12 Opinion Paper (Judicial Elections & CJ System) due Friday, May 9

May 13 Tuesday @ 10:30 Final Exam Covers 9 and 10

No final exams will be given early. I cannot give you permission to take the final exam early.

CLASS CONTRACT

I have received and read the syllabus for **Texas Government 2306** taught during **SPRING 2024** Semester by Mrs. Jeffrey. Ms. Jeffrey has explained the syllabus to me and **I agree to abide by the policies written in it.** I understand the policies of **class attendance, dropping the course, academic honesty and general class behavior**, and, I understand the consequences of failing to comply with the policies.

Student Name

Date

Printed Name

Your Major _____

Future Career _____

Sports _____

Coach _____

Contact Information

_____ phone

_____ e-mail

