

Your instructor for this course: Kim Jeffrey

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Office Phone: 806-874-4812

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

Or I will be happy to meet with you anytime by appointment or 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](#) 



To be successful in this online class you should plan on spending between 6-9 hours or more per week.

Important dates

Class begins	Tuesday, January 20
Class Orientation	Tuesday, January 20 – Wednesday, January 28
Last day to drop with “W”	Thursday, April 9
Discussion Forum Posts & reply	Due by Wednesday of each week
Weekly Attendance Report	Attendance is recorded ON Thursday of each week
Due dates for this class	All due dates are for U.S. Central Standard Time before 11:55 pm

Required Enrollment Verification Activity: Students who fail to complete the Syllabus Agreement & Enrollment Verification Activity by the official census date may not be able to continue in the course. This could result in an F for the course and forfeiture of Financial Aid. The census date for this term can be found on the Academic Calendar located at the Inside CC link on Clarendon College’s home page.

Online Attendance Policy: Regular attendance is **mandatory** in all online courses. Specific activities will be identified each week or during each chapter that must be completed in order for students to be considered “in attendance.” Failure to complete these assignments can result in forfeiture of Financial Aid and failure of the class.

Syllabus EVA Agreement (Class Orientation) must be completed by **Wednesday, January 28, 11:55 p.m.**

Course website: This online course uses Open LMS as its online course management program and the link to your LoudCloud online textbook will be in Open LMS. All readings, instruction, assignments, and exams are contained in LoudCloud. All assignments will be submitted there. Due dates for all assignments are listed in the “Course Schedule” portion of your syllabus and in the course. Most communication between you and your instructor and fellow classmates will be handled in Open LMS through the “Messages” feature. You will be able to log into the course website once you have officially registered for the course and once you have been added to the course website. The course website will become available to you by the first day of the semester. If you register late, you will generally have access to the course within 24 hours after you register.

Information explaining how to log into your course website can be obtained on [Clarendon College](#)’s home page. Click on the **Login to Online Classes** button. If you have difficulty, email our help desk at: administrator@clarendoncollege.edu.

Course Expectations: You may expect a response from me usually within twenty-four hours (24 hours) for messages or email. You should usually receive grades for assignments within 5 to 7 days after the assignment comes due.



Computer/Technology Requirement: This course uses a variety of web resources that require a good Internet connection and an up-to-date browser. You should use the latest version of **Mozilla Firefox, Google Chrome, or Internet Explorer. You will also need access to a word program.**

Etiquette Expectations (netiquette) for all types of communication: You are expected to take responsibility in helping to maintain a classroom environment that is conducive to learning. Be polite and maintain a professional tone in your writing. Abusive language is not tolerated in this course.

Method of Instruction: Since this is an online course, students who take responsibility for learning are the ones who learn the most. I am more of a "facilitator of learning" rather than a "traditional teacher." For help with questions or problems, I am only a message away. My policy is to respond to messages in Open LMS within 24 hours from the date they are sent.

Course Description: Texas Government 2306 is the theory and practice of politics and government in America at the state and local levels with special attention to Texas. Topics include political theory, the Texas Constitution, states' rights, political participation, and elections.

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.

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 Texas Politics Assignments.
2. Describe state and local political systems and their relationship with the federal government - Assesses CT and COM with Chapter Texas Politics Assignments.
3. Describe separation of powers and checks and balances in both theory and practice in Texas - Assesses CT and COM with Chapter Texas Politics Assignments.
4. Demonstrate knowledge of the legislative, executive, and judicial branches of Texas government - Assesses CT and COM with Chapter Texas Politics 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 - Political Participation.
6. Analyze the state and local election process - Assesses SR with Opinion Paper - Rights and Responsibilities.
7. Identify the rights and responsibilities of citizens - Assesses SR with Opinion Paper - Political Participation.
8. Analyze issues, policies and political culture of Texas - Assesses CT, COM and PR with Opinion Paper - Political Culture, Issues, Policies.

School Policies

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.)** (Clarendon College Student Handbook 2021-2022-- homepage. Click on "Inside CC" – under "Students" – click on "Forms and Resources" – then click on "2021-2022 Student Handbook" – Fund the "Student Code of Conduct" section and then the "Student Academic Integrity" section – P. 43.

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. If you have a dispute concerning your grade or policies in this class, it is the student's responsibility to contact the instructor to discuss the matter. Should things remain unresolved, please follow the procedures described in the Clarendon College Student Handbook or College Policy Manual.

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.

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. You will receive a zero for any assignment that is plagiarized.**

plagiarism

Academic dishonesty violations include, but are not limited to:

- 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 an examination
- use of 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 and exam or 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: A student may drop a class with a "W."** This must be done on or before the last day to drop a class as designated by the college calendar. This request for permission to drop a course is initiated by the student by **obtaining a drop form from the registrar's office**. The student should sign the form, have the instructor sign the form and return it to the office. For online students, this can be done by calling the Registrar's Office. Please remember that failure to officially drop a course will result in a final grade of "F" for the class. Any student who is considering dropping this course is encouraged to contact me before initiating the drop. Remember, according to Texas state law a student is only allowed to drop the same class twice before he/she will be charged triple the tuition amount for taking the class a third time or more. Furthermore, 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, he/she 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>.



Students are responsible for ensuring that their work is consistent with Clarendon College's expectations about academic integrity. 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 15%.



Turnitin uses an AI detection program and will show the percentage of possible AI-generated text. This report is seen only by the instructor. Any amount of AI generated text can be considered plagiarism and will receive a zero.

Do Not use Grammarly for assignments in this course as Turnitin will flag it as AI generated text. Students are not allowed to use advanced automated tools (artificial intelligence tools such as ChatGPT, Google Gemini, Microsoft CoPilot, Paraphraser) for assignments in this course. Each student is expected to complete each assignment without substantive assistance from others, including automated tools.

Course Policies

Weekly attendance is mandatory in all online courses. Students are expected to log-in to their online course(s) **at least twice a week**. Progress towards satisfactory completion of weekly assignments is expected on a weekly basis.

Attendance will be reported each **Thursday based on the successful completion of "Your Choice Discussion Forum"**. Students who follow the online attendance policy are marked "present." This status can be checked in the Student Portal on the Clarendon College website. Students can be placed on academic probation or lose financial aid for chronic non-attendance. The **"Your Choice Discussion Forum"** is also a graded activity.

Course policy for cheating or plagiarizing:

- ✚ Any student caught cheating or plagiarizing will receive a zero for the assignment or exam and will be referred to the Vice-president.
- ✚ Any additional cheating/plagiarism will result in a grade of "F" for the course.

Course policy for late work and make-up exams:

- ✚ No make-up exams are given and late assignments are not accepted. In an emergency, notify me at once. I can be reached through the LMS Message system. e-mail: kim.jeffrey@clarendoncollege.edu. Office number: 806-874-4812

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

- 34% Exams (4 multiple choice exams)
- 40% Opinion Papers (4 assignments, (10 points each)
- 12% Texas Politics Assignments, (6 assignments)
- 14% Chapter Discussion Forum (14 Posts and 14 replies)
- Total 100%

- ✚ **Any activity not completed is a zero**, even if a hyphen appears beside the activity in the gradebook.
- ✚ The current course average in the LMS gradebook is not correct until all hyphens are replaced with zeros.
- ✚ Your Grades can be found the Open LMS Gradebook. Your final grade will be in the Student Portal on the Clarendon College Homepage at: www.clarendoncollege.edu. at the end of the semester.

In order to begin this course, you must agree to abide by the policies contained in the syllabus. Not following these policies could significantly affect your grade. This syllabus is a binding contract between you and me that will be used in the event of any disagreements or issues that may occur concerning your grades in this course. Make sure you have read the syllabus and understand all of the information in it.

The course schedule below is subject to change. If changes are made, I will send you a message through Open LMS and your Bulldog email. I will also change the course schedule.

Some important information:

- All due dates are for **U.S. Central Standard** time zone. Assignments, exam, and discussion forums are due by 11:55 p.m. on the due date. Due dates are on the assignment link and also in the LMS Calendar.
- All exams are set for one question at a time with sequential navigation. If you skip a question you **will not** be able to go back to that question later, even if there is time left. Each answer is automatically saved when you go to the next question. Exams are open only on the dates specified in the Course Schedule.
- Exams are timed. You have 50 minutes when you begin the quiz.
- I do not accept late work. If you do not understand how to submit an assignment, refer to the Student Tutorials at the bottom of every page or send me a message, and I will help you.
- Written Assignments are open so you may work ahead. This does not include the Discussion Forum. Since it is an attendance activity, **you will not be able to work ahead on the Discussion Forum.**
- You can contact me at any time. I can usually get back to you within 24 hours.

Tentative Course Schedule

Texas Government 2306 Course Schedule – Online Spring 2026

Class Orientation: Opens Tuesday, January 20 through Wednesday, January 28

1. Read each page of the Course Overview.
2. Read the Plagiarism Tutorial
3. Take the Syllabus Quiz
4. Sign the EVA Syllabus Agreement by January 28.
5. Send me a message to show you know how to use the message system in LMS.
6. You must complete the Course Overview, Syllabus Quiz, and EVA Agreement in order to access the course.

Chapter 1: Open from Tuesday, January 24 through Friday, January 30

Read Chapter 1: Introduction to Texas Politics and History

- Discussion Forum (graded) **Submit a posting on or before the following dates to be considered “in attendance” for the week. Due Wednesday, January 28*

Chapter 2: Open Saturday, January 31 through Friday, February 6

Read Chapter 2: The American Federal System

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.*
- Due Wednesday, February 4
- Chapter 1 and 2 Opinion Paper (Political Culture) due Friday, February 6

Chapter 3: Open Saturday, February 7 through Friday, February 13

Read Chapter 3: Texas State Constitutions

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.*
- Due Wednesday, February 13
- Chapter 3 written assignment due Friday, February 13

Chapter 4: Open Saturday, February 14 through Friday, February 20

Read: Chapter 4: The Executive Branch

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.*
- Due Wednesday, February 18
- Chapter 4: Texas Politics due Friday, February 20
- **Unit One Exam, Covers Chapter 1, 2, 3, 4 Open Thursday and Friday, February 19 and 20**
 - There are 50 multiple choice questions; timed for 50 minutes once you begin.
 - This exam is set for one question per page with sequential navigation. You cannot skip a question or go back to previous questions even if you have time. Each question is automatically saved when you go to the next question.

Chapter 5: Open Saturday, February 21 through Friday, February 27

Read Chapter 5: The Texas Legislature

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.*
- Due Wednesday, February 25
- Chapter 5: written assignment due Friday, February 27

Chapter 6: Open Saturday, February 28 through Friday, March 6

Read Chapter 6: Interest Groups and Lobbying in Texas

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.* Due Wednesday, March 4
 - Chapter 6 Opinion Paper (Rights and Responsibilities) due Friday, March 6
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Chapter 7: Open Saturday, March 7 through Friday, March 13

Read Chapter 7: Political Parties in Texas

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.* Due Wednesday, March 11
- Unit Two Exam covers Chapter 5, 6, 7 open Thursday and Friday, March 12 and 13
 - There are 50 multiple choice questions; timed for 50 minutes.
 - This exam is set for one question per page with sequential navigation. You cannot skip a question or go back to previous questions even if you have time. Each question is automatically saved when you go to the next question.

March 16 - 20 Spring Break

Chapter 8: Open Saturday, March 21 through Friday, March 27

Read Chapter 8: Political Participation, Voting, Elections, and Campaigns

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.* Due Wednesday, March 25
- Chapter 8 Opinion Paper (Political Participation) due Friday, March 27

Chapter 9: Open Saturday, March 28 through Friday, April 3

Read Chapter 9: Local Government

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.* Due Wednesday, April 1
- Chapter 9 written assignment due Friday, April 3

Chapter 10: Open Saturday, April 4 through Friday, April 10

Read Chapter 10 Budget, Finance, and Policy in Texas

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.* Due Wednesday, April 8
- Unit III Exam covers Chapter 8, 9, 10 open Thursday, and Friday, April 9 and 10
 - There are 50 multiple choice questions. You have 50 minutes to take the exam once you begin.

Thursday, April 9 is the last day to drop with a “W”

Chapter 11: Open Saturday, April 11 through Friday, April 17

Read Chapter 11: The Texas Judicial Branch

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.* Due Wednesday, April 15
- Chapter 11 written assignment due Friday, April 17

Chapter 12: Open Saturday, April 18 through Friday, April 24

Read Chapter 12: The Criminal Justice System in Texas

- Discussion Forum (graded) **Submit a posting on or before the following date to be considered “in attendance” for the week.* Due Wednesday, April 22
- Chapter 11 and 12 Opinion Paper (Judicial Elections and Criminal Justice) due Friday, April 24

Chapter 13: Open Saturday, April 25 through Friday, May 1

Read Chapter 13: Public Opinion

- **Discussion Forum (graded)** **Submit a posting on or before the following date to be considered “in attendance” for the week.* Due Wednesday, April 29
- Chapter 13 written assignment due Friday, May 1

Chapter 14: Open Saturday, May 2 through Monday, May 11

Read Chapter 14: Media

- **Discussion Forum (graded)** **Submit a posting on or before the following date to be considered “in attendance” for the week.* Due Wednesday, May 6
 - Chapter 14 written assignment due Friday, March 8
 - **Final Exam covers Chapter 11, 12, 13, 14 open Sunday and Monday, May 10 and 11.**
 - There are 50 multiple choice questions. You have 50 minutes to take the exam once you begin.
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