

TEXTBOOKS REQUIRED FOR PURCHASE

Magleby, O'Brien, Light, Peltason, Cronin, Clark, *Government by the People*
(Prentice Hall, National Edition, 24th ed., 2011).
Fiber-Ostrow, *California* (Longman, Eighth Edition, 2011).

UNITS	ASSIGNED READING	IMPORTANT DATES
UNIT I	Constitutional Principles (Magleby et al: Chapters 1,2,3)	February 2 Unit I Exam
UNIT II	The Political Process (Magleby et al: Chapters 6,7,8,9,10) (Fiber-Ostrow: Chapters 4,5)	March 1 Unit II Exam California Quiz I
UNIT III	Policy-making Institutions (Magleby et al: Chapters 11,12,13) (Fiber-Ostrow: Chapters 6,7)	March 29 Unit III Exam California Quiz II
UNIT IV	The Courts, Civil Rights and Civil Liberties (Magleby et al: Chapters 14,15,16,) (Fiber-Ostrow: Chapter 8)	April 26 Unit IV Exam California Quiz III
UNIT V	The Politics of National Policy and California Government (Magleby et al: Chapters 18,19,20) (Fiber-Ostrow: Chapter 3)	May 17 FINAL + QUIZ 4 8am

EXAMINATIONS

Examinations will follow at the end of each unit, based upon the lectures and the readings in the required text, *Government by the People*. Each exam will be worth a possible 100 points. Four quizzes will be given as well. These quizzes will be based upon the lectures and reading in the required text, *California*. Each quiz will be worth a possible 30 points. It is expected that each student will have thoroughly covered the material in the reading assignments and attended the lectures regularly.

IMPORTANT NOTE: A student may make up only one exam. You must have a valid reason for missing the exam and the instructor must be notified before the exam! Make-up exams must be completed within one week or you will receive no credit for that examination (it is your responsibility to contact the instructor immediately!) If you miss the final exam, you will receive no points and your grade will be based on your point total at that time.

ATTENDANCE and PUNCTUALITY

Punctuality, attendance and participation are important parts of the course. Each student is expected to attend **all** of the class meetings. **Excessive absences are not acceptable and you will be dropped from the class. Chronic tardiness or early departures are also not acceptable, and you will not be eligible for the extra credit assignment.**

GRADING POLICY

Grades will be based on a combination of fixed points and curve, based on the examinations and the quizzes.

Fixed point: A=90% B=80% C=70% D=60% F=50%

Curve: Because a fixed point scale assumes standardized testing instruments and standardized teaching, the instructor reserves the right to lower the grading scale in order to take into consideration teaching variance, testing error and the final grouping of students on the point scale.

EXTRA CREDIT

Extra credit will be available later in the semester. More information will be given at a later date.

CONFERENCE HOUR

If you have any questions at all during the semester, or if you need my help in clarifying the lectures, please feel free to come and see me either before or after class. You can also reach me via my e-mail address: [**necropolis@earthlink.net**](mailto:necropolis@earthlink.net)

POLICY ON CELL PHONE USAGE:

All cell phones, iPhones, iPods, pagers and other electronic devices must be turned off before class and stowed so they are not visible or distracting. Should a student's cell phone go off during class, the instructor reserves the right to take disciplinary action. Appropriate penalties for such infractions may include the following: 1) Verbal warning; 2) Requirement of students to make a verbal apology to classmates for the disruption; 3) Point deduction from the student's overall grade in the course; 4) Dismissal from the class lecture.

*Special Circumstances: Students must see the instructor personally to make special arrangements should he or she be caring for a child or other family member.

POLICY ON LAPTOP COMPUTERS:

Laptop computers may be utilized in class with the instructor's permission for purposes of taking class notes or referring to the online versions of course textbooks or websites cited by the instructor. Laptops should not be used for any other purposes during class. Students who misuse laptops in the classroom will have the privilege revoked

UPON COMPLETION OF THE COURSE THE STUDENT SHOULD BE ABLE TO:

1. Evaluate and analyze political processes in the U.S. and assess their effectiveness.
2. Evaluate and analyze political institutions in the U.S. and assess their effectiveness.
3. Evaluate and analyze the legal, historical and political foundations of government.
4. Evaluate and analyze public policy and its connection to a governmental agenda.
5. Prepare social scientific argumentation in both written and oral forms by using facts, data, and ideas to ask questions, assemble evidence and support conclusions with clarity and coherence.