Introduction to American Politics
Y 103
Professor Engels
eengels@iupui.edu
Phone: office - (317) 278-0442
Office: CA 503 E
Office Hours Monday 3:00-4:00pm and Wednesday 10:00am-Noon or by appointment

Fall 2015
Mondays and Wednesdays 1:30-2:45pm
SL 108

Text:
Required - American Politics Today Essentials Edition – Bianco and Canon

The Game of Politics 2016-2017 – buy this book now in the bookstore. It is not available from any other source and you will need it!

Course Description:
This class provides an introductory look at our American political system. This course is designed to highlight the major areas of our political system and how government functions. This course will be comprised of assigned readings, canvas quizzes, lectures, in-class discussion, a writing assignment and a political simulation.

Principle of Undergraduate Learning Emphasized by Course:
Integration and Application of Knowledge - The ability of students to use information and concepts from studies in multiple disciplines in their intellectual, professional, and community lives.

Integration and application of knowledge are demonstrated by the student’s ability to
a. enhance their personal lives;
b. meet professional standards and competencies;
c. further the goals of society; and
d. work across traditional course and disciplinary boundaries
Course Guidelines:

Communication: The best way to contact me is by either direct email at eengels@iupui.edu or by Canvas. I will respond to email within 24 hours, except on weekends. I am available for on-line, phone or in-person office hours as listed above.

I will use Canvas to communicate with you. I frequently post announcements, readings and questions to the class. Please check Canvas frequently or forward the messages to your email or choice. It is your responsibility to receive my communications. I will not take class time to cover these announcements. Class participation points are tied to Discussions on Canvas. Please see the Class Participation section for more information.

Absences: Class lectures will contain information not included in the book. Therefore, it is crucial you do not miss class. I will allow you to be absent from only four class periods during the semester. If you are absent more than four class periods I will reduce your overall grade by 10 points for each class period missed in excess of the allowed absences.

The scheduled time for this class is listed above. If you cannot commit to the course meetings due to work or family commitments, then you should not take this course. Late arrival or leaving prior to the end of class is strongly discouraged. If you arrive 15 minutes late for class, I will record your attendance as tardy. If you leave early, I will record you as tardy. Three tardies will constitute one absence for the course.

Assignments/Late Policy: Please review the syllabus. I expect everyone to read the assigned readings as scheduled. Class participation is a significant portion of your grade and I expect you to take part in class discussions. The dates for all course assignments are listed below. Please familiarize yourself with these dates and plan accordingly. All assignments are due at the beginning of class. Course assignments are available on Canvas. It is your responsibility to get the assignment if you are absent from class.

Most assignments are submitted via Canvas. For the rare assignment that requires an in-person submission, if you will be absent from class when an assignment is due please make other arrangements to turn in the assignment before the class session begins. Late assignments will result in a 10% reduction in your grade for each day the assignment is late. I will accept assignments by e-mail at the address above. However, it is your responsibility to contact me to insure that the transmission was received PRIOR to the due date.

Make up exams will only be permitted for a documented reason. For example, if you are ill, you need a doctor’s note. You have one week from the date of the exam to make up the test. Finals must be made up within 48 hours.
Electronic Devices: Technology can be a great asset to us in the classroom. However, it can also serve as a major distraction. You are permitted to use laptop computers or tablets for note-taking. If you are caught surfing the internet, checking email or playing games, this privilege will be revoked. All cell phones must be set to silent upon entering the classroom. Students are not permitted to take calls, text or use their phones in any way during my class. Students using phones in any way during class time will be asked to leave.

Administrative Withdrawal: A basic requirement of this course is that you will participate in all class meetings and conscientiously complete all required course activities and assignments. Keep in touch with me if you are unable to attend, participate or complete an assignment on time. If you miss more than half of the required activities within the first 25% of the course without contacting me, you may be administratively withdrawn from this course. For example: Our course meets twice per week; thus if you miss more than four classes in the first four weeks, you may be withdrawn. Administrative withdrawal may have academic, financial, and financial aid implications. Administrative withdrawal will take place after the full refund period, and if you are administratively withdrawn from the course you will not be eligible for a tuition refund. If you have questions about the administrative withdrawal policy at any point during the semester, please contact me.

Academic Integrity/Cheating: I will not accept any form of plagiarism or attempts to use another’s efforts as your own work. If the information did not come from your own head – cite to the work! If you are caught cheating or plagiarizing in any way, you may receive a failing grade in the class. The School of Liberal Arts has adopted the following policy: “Plagiarism is the offering of the work of someone else as one's own. Honesty requires that any ideas or materials taken from another source for either written or oral use must be fully acknowledged. The language or ideas taken from another may range from isolated formulas, sentences, or paragraphs to entire articles copied from books, periodicals, speeches, or the writings of other students. The offering of materials assembled or collected by others in the form of projects or collections without acknowledgment is also considered plagiarism. Any student who fails to give credit for ideas or materials taken from another source is guilty of plagiarism.” Additional information on the repercussions of plagiarism and cheating can be found in the Student Code of Conduct available at http://www.iupui.edu/code/.

Classroom Accommodations: Every attempt will be made to accommodate qualified students with disabilities (e.g. mental health, learning, chronic health, physical, hearing, vision, neurological, etc.). You must have established your eligibility for support services through the Adaptive Educational Services office that serves students with disabilities. Note that services are confidential, may take time to put into place and are not retroactive; captions and alternate media for print materials may take three or more weeks to get produced. Please contact the AES office as soon as possible if accommodations are needed. AES is located in room 100, Taylor Hall, (317)274-3241. Their website is: http://aes.iupui.edu/
University Writing Center: IUPUI offers free writing support at the University Writing Center (Cavanaugh 427 and University Library 2125). Writers of all skill levels can benefit from working with writing consultants at any stage of the writing process be it brainstorming, drafting, revising, or final polishing. The University Writing Center is open for 45-minute face-to-face appointments Monday through Friday. Appointments can be made by visiting our website http://liberalarts.iupui.edu/uwc/. Information about our hours can also be found on our website. Call 317-274-2049 with questions about our programming and policies. If you have never visited the University Writing Center, we strongly encourage that you read about what to expect here: http://liberalarts.iupui.edu/uwc/.

Student Advocate Office: The Student Advocate Office will answer your questions, direct you to the appropriate departments and people, familiarize you with university policies and procedures, and give you guidance as you look at ways to solve problems and make choices. For more information, visit them in UC002 or contact them at 278-7594, at stuadvoc@iupui.edu, or at http://www.life.iupui.edu/advocate/

Counseling & Psychological Services: Students who wish to seek counseling or other psychological services should contact the CAPS office by phone at 274-2548 or email at capsindy@iupui.edu. For more information, see the CAPS web-site at: http://www.life.iupui.edu/caps/.

Research/Library Assistance: Sara Lowe is the subject specialist librarian for Political Science. She is an additional resource to support you in your work at IUPUI. You can schedule one-on-one consultations with her for help with any stage of the research process. She can help you learn research techniques and work with you to investigate resources for your topic. You can contact Sara at mlowe@iupui.edu or 274-0349. For political science research resources, check out the Political Science research guide: http://iupui.campusguides.com/polsci.

Grades - P/F, W, I Grades:
My grading scale is listed below. The standard grading scale used by the IUPUI Registrar can be found at: http://registrar.iupui.edu/gradecover.html

The University policy on Pass/Fall grades is available here: http://registrar.iupui.edu/passfail.html

The University sets limits on when Withdrawal or W grades can be giving. Please consult the University calendar or these dates. The calendar is available here: http://registrar.iupui.edu/accal.html

Incomplete or I grades are only available to students who have completed at least 75% of the required coursework in the class. Please see me to complete the Incomplete form.
Syllabus Changes:
I do not anticipate changing any aspect of this syllabus. However, I reserve the right to make changes to deadlines and the course. Any changes to this syllabus will be made in class and posted on Canvas.

Additional information about campus-wide course policies is available at http://registrar.iupui.edu/course_policies.html

Grading Structure:
My grading scale is as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>100%</td>
</tr>
<tr>
<td>A</td>
<td>99-94%</td>
</tr>
<tr>
<td>A-</td>
<td>93-90%</td>
</tr>
<tr>
<td>B+</td>
<td>89-87%</td>
</tr>
<tr>
<td>B</td>
<td>86-83%</td>
</tr>
<tr>
<td>B-</td>
<td>82-80%</td>
</tr>
<tr>
<td>C+</td>
<td>79-77%</td>
</tr>
<tr>
<td>C</td>
<td>76-73%</td>
</tr>
<tr>
<td>C-</td>
<td>72-70%</td>
</tr>
<tr>
<td>D+</td>
<td>69-67%</td>
</tr>
<tr>
<td>D</td>
<td>66-63%</td>
</tr>
<tr>
<td>D-</td>
<td>62-60%</td>
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Your grade for the course will consist of the following:

Canvas Quizzes – 14 @ varying points each  
I expect students to come to class having read the assigned chapters for that week. Our class lectures will supplement the material in each chapter rather than review the readings. Each week, you will need to complete a canvas quiz over the assigned readings for the week BEFORE the class lectures on that topic – some weeks have multiple chapters assigned - which means multiple quizzes. The quizzes will open automatically in canvas on Monday at 12:00am the week before we cover the chapter in class. Quizzes must be completed by 11:59am on the day the material is covered in class. You have 30 minutes to complete each quiz. Plan ahead, if you miss a quiz, you cannot make it up. I will drop the lowest two quiz grades at the end of the semester.

Course Networking Participation
These points are not automatic. You can earn 50 points by posting and responding on our Course Networking site. I will regularly post questions, articles, and polls on this site. I expect students to respond to these discussions as part of this class. You may also post articles or discussion topics for more points. Do not wait until the last minute! You can earn the 50 points as follows:

- Participate in a CN Poll: 1 points
- Respond to a CN Post: 5 points
- Post a Discussion topic or article related to class: 10 points

It is your responsibility to track your participation outside of class. I will disable Course Networking and calculate your final participation score on Wednesday, December 7th at 11:59pm.

Mid-Term Exam  
Policy Paper – this will be discussed in class.

Final Exam -
The Game of Politics Simulation 100 points
During the semester, students will be divided into participatory groups for a classroom democracy simulation. Each group will be required to participate in a relevant simulation. As part of the simulation, students are required to keep a self-evaluation journal to be turned in at the end of the semester. Students will have to submit a proposed law based on their policy paper. I will also evaluate students and assign a grade for the simulation.

Total Points for the Semester 500 points

Course Schedule and Assignments:

<table>
<thead>
<tr>
<th>Week Beginning</th>
<th>Information Covered for the Week. All assignments are due on Monday at the beginning of class.</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 22</td>
<td>Understanding American Politics- Read Chapter 1</td>
</tr>
</tbody>
</table>
| August 29      | The Constitution and the Founding- Read Chapter 2  
Federalism – Read Chapter 3  
**Deadline to join Course Networking Site**                                              |
| September 5    | No Class – Labor Day                                                                            |
| September 7    | Policy – Read Chapter 14 - Guest Sara Lowe, Librarian  
**Policy Paper Assignment**                                                             |
| September 12   | Political Parties – Chapter 7  
Elections – Chapter 8                                                                    |
| September 19   | Congress – Read Chapter 10  
Robert’s Rules of Order                                                             |
| September 26   | The Presidency – Read Chapter 11  
Wednesday Guest – Indiana Legislative Internships                                        |
| October 3      | Mid-Term Exam – **Chapters 1, 2, 3, 7, 8, 10, 11**                                                 |
| October 5      | The Bureaucracy – Read Chapter 12                                                               |
| October 10     | **Policy Paper Topic and Sources Due**  
The Courts – Read Chapter 13                                                             |
| October 17     | No Class, Fall Break                                                                            |
October 19 - Interest Groups – Read Chapter 9
Game of Politics - Read Chapters 1 & 2
Profile and Preference Sheet

October 24 - Civil Liberties – Read Chapter 4
Civil Rights – Read Chapter 5
Policy Paper Due

October 31 - Public Opinion and the Media – Read Chapter 6
Profile and Preference Sheet Due

November 2 - Game of Politics Organization Day
Game of Politics Roles Assigned

November 7 – The Game of Politics Simulation

November 14 - Bill Proposal Due
The Game of Politics Simulation

November 21 - The Game of Politics Simulation

November 23 - No Class – Happy Thanksgiving

November 28- The Game of Politics Simulation

December 5 - The Game of Politics Simulation

December 12 - Game of Politics Journal and Evaluation Due

December 14 - Final Exam – 1:00pm-3:00pm
RECEIPT OF SYLLABUS
Introduction to American Politics
Y 103
Professor Engels
Fall, 2016

I certify that I have received, read and understand the course syllabus for POLS Y103. I also certify that the class instructor did explain, in detail, the contents of this syllabus and allowed adequate time for student questions. I understand the class attendance policy and understand that absences will affect my grade.

Signed: ________________________________ Date: __________________________
Printed: ________________________________