



# **INSTRUCTIONAL PACKAGE**

PSC 201  
American Government

Effective Term  
Fall 2023/Spring 2024/Summer 2024

# INSTRUCTIONAL PACKAGE

## Part I: Course Information

Effective Term: Fall 2023/Spring 2024/Summer 2024

COURSE PREFIX: PSC 201

COURSE TITLE: American Government

CONTACT HOURS: 45.0

CREDIT HOURS: 3.0

### RATIONALE FOR THE COURSE:

The course is designed to provide the students with the basic knowledge of how the American form of government is structured and the source of the American system of government. This course is also designed to acquaint the students with the role of the citizen in a participatory government.

### COURSE DESCRIPTION:

This course is a study of national governmental institutions with emphasis on the Constitution, the functions of executive, legislative and judicial branches, civil liberties, and the role of the electorate.

### PREREQUISITES/CO-REQUISITES:

( ( ACCUPLACER Reading Comp 075 and ACCUPLACER Sentence Skills 081) or ( New ACCUPLACER Reading Comp 250 and New ACCUPLACER Sentence Skills 250) or ( COMPANION Reading 075 and COMPANION Sentence Skills 081) or ( Multiple Measures English 1) or ( SAT Critical Reading 480) or ( ACT English 19 and ACT Reading 19) or (Credit level ENG 100 Minimum Grade of C\* or Credit level ENG 155 Minimum Grade of C or Credit level ENG 155 Minimum Grade of TC or Credit level ENG 101 Minimum Grade of C or Credit level ENG 101 Minimum Grade of TC) )

\***Online/Hybrid** courses require students to complete the [DLi Orientation Video](#) prior to enrolling in an online course.

### REQUIRED MATERIALS:

Please visit the [BOOKSTORE](#) online site for most current textbook information.

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

### ADDITIONAL REQUIREMENTS:

The REACH Act, passed by the South Carolina General Assembly in 2021, requires that students completing a baccalaureate degree from a South Carolina public college complete at least three semester credit hours that include discussion of and reading in their entirety the following documents: the Constitution, the Declaration of Independence, the Emancipation Proclamation, five Federalist Papers, and at least one document that is foundational to the African American Freedom struggle. PSC 201 meets the requirements of the REACH Act and are recommended course options for students who

intend to transfer to a South Carolina public college.

Therefore, beginning in Fall 2021, this course will incorporate the below documents within the course:

1. The Constitution (Learning Objectives 1, 2, 3 and 7)
2. The Declaration of Independence (Learning Objectives 1, 2, 3 and 7)
3. The Emancipation Proclamation (Learning Objectives 1 and 6)
4. Federalist Paper 10 - The Same Subject Continued: The Union as a Safeguard Against Domestic Faction and Insurrection (Learning Objectives 1, 4 and 5)
5. Federalist Paper 51 - The Structure of the Government Must Furnish the Proper Checks and Balances Between the Different Departments (Learning Objectives 1, 4 and 5)
6. Federalist Paper 69 - The Real Character of the Executive (Learning Objectives 1, 4 and 5)
7. Federalist Paper 78 - The Judiciary Department (Learning Objectives 1, 4 and 5)
8. Federalist Paper 79 - The Judiciary Continued (Learning Objectives 1, 4 and 5)

Frederick Douglass' Self Made Man (Learning Objective 1 and 6)

### **TECHNICAL REQUIREMENTS:**

Access to Desire2Learn (D2L), HGTC's learning management system (LMS) used for course materials.

Access to myHGTC portal for student self-services.

College email access – this is the college's primary official form of communication.

### **STUDENT IDENTIFICATION VERIFICATION:**

Students enrolled in online courses will be required to participate in a minimum of one (1) proctored assignment and/or one (1) virtual event to support student identification verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

### **CLASSROOM ETIQUETTE:**

**NETIQUETTE:** is the term commonly used to refer to conventions adopted by Internet users on the web, mailing lists, public forums, and in live chat focused on online communications etiquette. For more information regarding Netiquette expectations for distance learning courses, please visit [Online Netiquette](#).

## Part II: Student Learning Outcomes

### **COURSE LEARNING OUTCOMES and ASSESSMENTS\*:**

Upon completion of this course the student will be able to:

1. Examine the fundamental goals of political science and explain the roles of each branch of the government and how they contribute to the function of the nation.
2. Discover the evolution of the American political system from its historical evolution to its current effect on American society.
3. Summarize the theoretical structure of the constitutional democracy in America, especially as it applies to the constitutional guarantees of civil rights and civil liberties.
4. Relate the role of political linkages between the institutions of democracy and the American public.
5. Evaluate the effectiveness and efficiency of the American national government and its role in national policy making.
6. Outline the basic functions of national governmental institutions influence human actions as well as the importance of the Constitution, civil liberties and the role of the electorate in American society.
7. Dissect the U.S. Constitution, the institution of national government, and the American political system as it relates to modern political events in American society.

\*Required Course Measures, Evaluation of Required Measures, Evaluation may be tailored and/or modified by other full-time faculty or adjunct faculty. This is the suggested outline:

Unit	Title and Chapters	
1 (Learning Objectives 1, 2, 3 and 7)	Part I: The American System Chapter 1 The Democratic Republic Chapter 2 The Constitution Chapter 3 Federalism	Complete class activities, homework assignments, discussions and/or quizzes  Exam is on Part I
2 (Learning Objectives 1, 2, 3 and 6)	Part II: Civil Rights and Liberties Chapter 4 Civil Liberties Chapter 5 Civil Rights	Complete class activities, homework assignments, discussions and/or quizzes  Exam is on Part II
3 (Learning Objectives 1, 2, 3 and 7)	Part III: People and Politics Chapter 6 Public Opinion and Political Socialization Chapter 8 Political Parties Chapter 9 Campaigns and Elections Chapter 10 The Media	Complete class activities, homework assignments, discussions and/or quizzes  Exam is on Part III
4 (Learning Objectives 4 and 5)	Part IV: POLITICAL INSTITUTIONS Chapter 11 The Congress Chapter 12 The President Chapter 13 The Bureaucracy Chapter 14 The Courts	Complete class activities, homework assignments, discussions and/or quizzes  Exam is on Part IV
5 (Learning Objectives 4 and 5)	Part V: PUBLIC POLICY Chapter 15 Domestic and Economic Policy Chapter 16 Foreign Policy	Complete class activities, homework assignments, discussions and/or quizzes  Exam is on Part V

***\*Students – please refer to the Instructor’s Course Information sheet for specific information on assessments and due dates.***

## Part III: Grading and Assessment

### EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS\*:

Students' performance will be assessed and the weight associated with the various measures/artifacts are listed below.

#### EVALUATION\*

Exams (2 to 5 Exams including Final exam if applicable)	40%-80%
Quizzes/Assignments/Discussions	10%-30%
Papers/Projects/Portfolios	10%-30%
Class participation	0%-10%
	100%

***\*Students, for the specific number and type of evaluations, please refer to the Instructor's Course Information Sheet.***

#### GRADING SYSTEM:

Please note the College adheres to a 10 point grading scale A = 100 – 90, B = 89- 80, C = 79 – 70, D = 69 – 60, F = 59 and below.

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the [academic calendar](#) for deadlines for add/drop. You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

## Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent (90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 - Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student and a student may not be permitted to reenroll.

**For online and hybrid courses**, Students enrolled in distance learning courses (hybrid and online) are required to participate weekly in an Attendance Discussion Board or submit an assignment in order to demonstrate course participation. Students showing no activity in the course for two weeks will be withdrawn due to lack of attendance.

## Part V: Student Resources



### THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):

The SSTC offers to all students the following **free** resources:

1. **Academic tutors** for most subject areas, **Writing Center support**, and **college success skills**.
2. Online **tutoring** and academic support resources.
3. Professional and interpersonal communication **coaching** in the EPIC Labs.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring, contact the SSTC at [ssc@hgtc.edu](mailto:ssc@hgtc.edu) or self-schedule in the Penji iOS/Android app or at [www.penjiapp.com](http://www.penjiapp.com). Email [ssc@hgtc.edu](mailto:ssc@hgtc.edu) or call SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455, or go to the [Online Resource Center](#) to access on-demand resources.



### STUDENT INFORMATION CENTER: TECH Central

TECH Central offers to all students the following **free** resources:

1. **Getting around HGTC:** General information and guidance for enrollment, financial aid, registration, and payment plan support!
2. Use the [Online Resource Center \(ORC\)](#) including Office 365 support, password resets, and username information.
3. **In-person workshops, online tutorials and more services** are available in Desire2Learn, Student Portal, Degree Works, and Office 365.
4. **Chat with our staff on TECH Talk**, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552.

Visit the [Tech Central](#) website for more information. Live Chat and Center locations are posted on the website. Or please call (843) 349 – TECH (8324), Option #1.



## HGTC LIBRARY:

Each campus location has a library where HGTC students, faculty, and staff may check out materials with their HGTC ID. All three HGTC campus libraries are equipped with computers to support academic research and related school work; printing is available as well. Visit the [Library](#) website for more information or call (843) 349-5268.

## STUDENT TESTING:

Testing in an **online/hybrid** course and in **make-up exam** situations may be accomplished in a variety of ways:

- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms (which may have a fee associated with the usage)

Furthermore, tests may have time limits and/or require a proctor.

Proctoring can be accomplished either face-to-face at an approved site or online through our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of the HGTC's Testing Center webpage.

The **Instructor Information Sheet** will have more details on test requirements for your course.

## DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to HGTC's [Accessibility and Disability Service webpage](#). The Accessibility and Disability staff will review documentation of the student's disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

## STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:

Horry-Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation in educational programs and/or activities.

## TITLE IX REQUIREMENTS:

All students (as well as other persons) at Horry-Georgetown Technical College are protected by Title IX—regardless of their sex, sexual orientation, gender identity, part- or full-time status, disability, race, or national origin—in all aspects of educational programs and activities. Any student, or other member of the college community, who believes that he/she is or has been a victim of sexual harassment or



sexual violence may file a report with the college's Chief Student Services Officer, campus law enforcement, or with the college's Title IX Coordinator or designee.

\*Faculty and Staff are required to report incidents to the Title IX Coordinators when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

## **INQUIRIES REGARDING THE NON-DISCRIMINATION/TITLE IX POLICIES:**

**Student and prospective student** inquiries concerning Section 504, Title II, Title VII, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs.

**Dr. Melissa Batten, VP Student Affairs**

*Title IX, Section 504, and Title II Coordinator*

Building 1100, Room 107A, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5228

[Melissa.Batten@hgtc.edu](mailto:Melissa.Batten@hgtc.edu)

**Employee and applicant** inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources.

**Jacquelyne Snyder, VP Human Resources**

*Affirmative Action/Equal Opportunity Officer and Title IX Coordinator*

Building 200, Room 205B, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5212

[Jacquelyne.Snyder@hgtc.edu](mailto:Jacquelyne.Snyder@hgtc.edu)