



Course Syllabus – Fall 2025

ATLANTA METROPOLITAN STATE COLLEGE

School of Arts and Sciences

American Government POLS 1101 CRN: 80233 (Section 101)

15 Week In-person Session, Monday and Wednesday

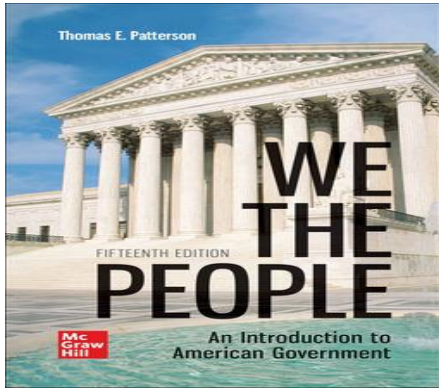
12:30pm – 1:50pm

Building 100 Science Lecture, Room 215

This is a Core IMPACTS course that is part of the Political Science and U.S. History (Citizenship)

Core IMPACTS refers to the core curriculum, which provides students with essential knowledge in foundational academic areas. This course will help master course content and will support students' broad academic and career goals.

Instructor Information	Robert Wilkes, Jr., Ph.D., Associate Professor of Political Science
Office location:	School of Arts and Sciences Academic Building, Room 205A Atlanta Metropolitan State College 1630 Metropolitan Parkway, S.W. Atlanta, Georgia 30310
Office telephone:	Office Telephone Number: 404-756-2747 Mobile Google Voice Office Telephone Number: 404-654-0261
Email Address	Email: rwilkes@atlm.edu
Office Hours:	<p>Office Hours - Student Hours</p> <p>What are student hours? Student hours are the time when I am in my office and you can just drop in and ask a question, discuss a grade, get help with the course, talk about movies or music. My door is open during student hours. You don't need to make an appointment (although you are welcome to do so) – just drop by! (Tony Pearson, Gordon State College)</p> <p>NOTICE: During office hours you can also contact me via Desire2Learn email. You can also attempt to reach me during office hours at the external email provided to the left. Yet your primary method of contacting me should be via email within Desire2Learn since someone may be in my physical office chatting during above listed office hours or I may be working from a remote location if attending a meeting and/or participating in professional development activities.</p> <p>Please use the internal course e-mail for general correspondence. I provide my external e-mail address for emergencies only. I cannot answer questions, accept assignments, or discuss grades via external e-mail so please use it for emergencies only.</p>
• In Person:	On-Campus: Monday and Wednesday 2pm-3pm. Tuesday and Thursday 2pm-4pm and by appointment.
• Online	Online: Microsoft Office Teams meetings can be scheduled for virtual office meetings, if needed.
• By Appointment	Office hour disclaimer: If you are not able to meet with the instructor during office hours, you may schedule an appointment based on instructor's availability.
Pre-requisites	Registration permitted with ENGL 0999 and ENGL 1101 or exit or exemption from Learning Support English. Accessed from AMSC 2018 - 2019 Catalog that is accessible at https://www.atlm.edu/downloads/Catalogs/College%20Catalog%202018_Finalv5.pdf
Credit Hours	3
Catalog Description	<p>Catalog Course Description</p> <p>This course is a study of the American system of government with emphasis on the structure, functions, institutions, and processes for participation in the American political system. Attention is also focused on Georgia government. This course satisfies the state requirement for study of the United States and Georgia constitutions.</p>
Orienting Questions	How do I prepare for my responsibilities as an engaged citizen?

Course Start and End Date	Course Start Date: August 18, 2025 and Course End Date: December 11, 2025
Career-Ready Competencies	Critical Thinking, Intercultural Competence, and Persuasion
What is General Education?	<p>General Education is a term for the curriculum students pursue as a foundation of knowledge, skills and abilities for collegiate-level study and life-long learning. Courses in general education come from a variety of disciplines, representing the many ways that we can know and understand the world. These courses fit together with one another to provide a fairly complete picture of the world and an introduction to the variety of “tools” that can be used to solve the kinds of complex problems that students will encounter in their career, community, and daily lives. General Education courses sit alongside courses that are preparatory for the major – called field of study – where students dig deeper into the focused skills needed to succeed in their main area of interest.</p> <p>General Education provides students with introductions to a variety of lenses for knowing the world - disciplinary approaches that help to solve problems and create knowledge. Early encounters with the full scope of how to know the world can indeed help students explore their interests and makes them well-rounded, but it also has a further academic (and personal) advantage: helping students understand when one set of tools is insufficient to address the problem at hand. In a world of complex problems, knowing that there are limits to the toolbox within their chosen discipline will help to make students better problem solvers and collaborative thinkers.</p> <p>Source: University System of Georgia, July 2024.</p>
Course Required Textbook	<p>Patterson, Thomas E. We the People: An Introduction to American Government. 15th edition. New York: McGraw Hill Publishing, 2024.</p>  <p>Also, refer to <i>Required Resources beyond Required Course Textbook</i> and <i>State of Georgia Historical and Evolving Constitutional Government</i> content will be provided to students as <i>Open Educational Resource (OER)</i> documents section of this course syllabus.</p>

		<p>Note: State of Georgia Historical and Evolving Constitutional Government content will be provided to students as Open Educational Resource (OER) documents. The term <i>open</i> implies information or technology that is shared freely without copyright restrictions. Students will be able to read, download, and/or print State of Georgia Historical and Evolving Government OER documents that will be housed in our Brightspace Desire2Learn (D2L) course.</p>
Required Resources beyond Required Course Textbook and State of Georgia Historical and Evolving Constitutional Government content will be provided to students as Open Educational Resource (OER) documents.		<p>Course required textbook and McGraw Hill Connect Access. Refer to <i>McGraw Hill Connect Student Registration Guide for Inclusive Access Within Our D2L Course Instructions</i> document guide that is housed within Module 1: Start Here in Desire2Learn for this course. McGraw Hill Connect created and provided this resource guide to further assist students. This registration guide is associated with AMSC's Day 1 Ready Program that provides students digital course required textbook and McGraw Hill Connect materials codeless access on the first day of class at a reduced cost. That is, this POLS 1101 course provides students Inclusive Access and codeless access should be live on the first day of class or the day before.</p> <p>Students may also refer to AMSC Bookstore Help Center, via our institutional website https://www.atlm.edu/campus-life/bookstore.aspx, for general information pertaining to its Day 1 Ready Program.</p>
Supplemental Book		<p>Haass, Richard. The Bill of Obligations: The Ten Habits of Good Citizens. New York: Penguin Press of Penguin Random House LLC, 2023. ISBN: 978-0-525-56065-4.</p>

		<p>Note: Two hard copies of this supplemental book are on the reserve shelf at the Reference Desk in AMSC's library, 2nd floor, Library Building, for POLS 1101 students. Chapter Obligation I (Be Informed), Chapter Obligation II (Get Involved), and Chapter Obligation VIII (Respect Government Service) are assigned readings for this course associated with Desire2Learn course discussion assignments. Assigned obligation chapter readings are also referred to in actual discussion assignments that they are applicable to. The library has a two-hour library use policy in regard to this book. Students can also photocopy assigned chapters for individual use.</p> <p>Note: Beyond AMSC's Library, students may also attempt to locate this supplemental reading book at a local public library for physical or ebook checkout. For example, Fulton, Dekalb, and Clayton county public libraries show online that they have this book in their libraries.</p> <p>Fulton County Library System https://fulcolibrary.bibliocommons.com/ Dekalb Public Library System https://dekalb.polarislibrary.com/polaris/default.aspx Clayton County Public Library Systems (and Pines Libraries) https://gapines.org/eg/opac/home</p>
	Core Impact Learning Outcomes	Students will demonstrate knowledge of the history of the United States, the history of Georgia, and the provisions and principles of the United States Constitution and the Constitution of Georgia.
	Program Learning objectives	N/A
	Course Learning Objectives	<p>POLS 1101 Course Learning Outcomes</p> <p>Students should be able to:</p> <ul style="list-style-type: none"> • Demonstrate an understanding of the American system of government with emphasis on structure, foundations, institutions, and processes for participation in the American political system. • Demonstrate an understanding of the development and ratification of the U.S. Constitution, as well as, the evolving nature of it into the 21st century stemming from legislative law-making, presidential influence and enforcement power, and judicial interpretation. • Demonstrate an understanding of similarities and differences between national government and State of Georgia constitutional government. • Demonstrate an understanding of historical, political, and cultural contexts from which contemporary issues develop. • Identify and explain national government and State of Georgia lawmaking, enforcement, and interpretation powers and processes within systems of checks and balances. • Students should be able to demonstrate an understanding of the fact that people can and do become participants, beyond voting, running for elective office, being appointed to public office, and interest group activity, in America's political system by becoming a professional public administrator or bureaucrat administering public policy and law within a department, agency or governmental corporation.

Important Dates	Holiday	Attendance Verification (No Show Date)	Last Day to Reinstate	Midterm	Last Date to Withdraw/Receive a “W” Grade, October 20, 2025 and Last Date to Withdraw/Receive a “WF” Grade, December 6, 2025.	Last Day of Class	Final Exam	
	<p>Labor Day Holiday, September 1st, (No Class)</p> <p>Thanksgiving Holiday Break, November 27th-28th, (No Class)</p>	<p>IMPORTANT - In order to confirm your attendance and participation in this course, you must complete the Mandatory Introductions discussion activity by Sunday, August 24, 2025, before 11:59pm. This activity is required and can also be found within the START HERE module.</p> <p>Please note: failure to complete this activity may result in you being removed from the course.</p>						
	September 1 & November 27 -28, 2025	August 24, 2025	September 2, 2025	October 4-6, 2025	October 20 & December 6, 2025	December 3, 2025	December 9-11, 2025	

Course Delivery Method	On-campus, Building 100 Science Lecture, Room 215, every Monday and Wednesday throughout this full-term semester in-person course, between 12:30pm and 1:50pm. Desire2Learn (D2L) Brightspace will be used as a supplement for this in-person face-to-face course.
Course Instructional Layout Unit Breakdown	<p>Instructional materials housed in seven learning modules within Brightspace Desire2Learn. The seven modules are listed below.</p> <ol style="list-style-type: none"> 1. Start Hear (include syllabus, McGraw Hill Connect Registration Guide for We the People textbook and preliminary Connect assignments, AMSC Writing Center information, etc.) 2. Chapter 1 – Critical Thinking and Political Culture: Becoming a Responsible Citizen and Chapter 6 – Public Opinion and Political Socialization: Shaping the People’s Voice 3. Chapter 2 – Constitutional Democracy: Promoting Liberty and Self-Government and Chapter 3 – Federalism: Forging A Nation, and State of Georgia Historical and Evolving Government 4. Chapter 4 – Civil Liberties: Protecting Individual Rights and Chapter 5 – Equal Rights: Struggling Toward Fairness 5. Chapter 8 – Political Parties, Candidates, and Campaigns: Defining the Voters’ Choice and Chapter 11 – Congress: Balancing National Goals and Local Interests 6. Chapter 12 – The Presidency: Leading the Nation and Chapter 13 – The Federal Bureaucracy: Administering the Government 7. Chapter 14 – The Federal Judicial System: Interpreting the Law <p>Whereas each chapter is student accessible via new adoption, <i>We the People</i>, American Government textbook that students will purchase, State of Georgia Historical and Evolving Government content will be provided to students as Open Educational Resource (OER) documents. Upon purchase of <i>We the People</i>, each student will receive the digital ebook, but will have access to publisher McGraw Hill’s Connect adaptable learning Smartbook, as well as an eBook version that students can download to their phones to access and read anywhere/anytime even when not online. The Smartbook via small teaching and learning assessment will allow students opportunity to practice understanding of key concepts and topics that can be used to demonstrate understanding of them via course learning objectives assessment. Nonetheless course content specific learning modules two through seven will consist of the below instructional materials.</p> <ol style="list-style-type: none"> 1. Chapter(s) learning objectives/student outcomes 2. Chapter(s) summary (no more than two brief paragraphs) 3. Chapter(s) PowerPoint Presentation(s) (edited publisher PowerPoint Presentations or instructor created PowerPoint Presentations. PowerPoints will include content graphs, maps, and tables. 4. Assessments (key concept two-to-three-minute video clips with about 5 assessment questions, Smartbook assessments, discussions, and newflash, application-based role-playing game simulation, counter-point video, and podcast assessments, etc.) 5. Supplemental brief OER readings and student support practice learning activities 6. Student brief learning module formative assessment survey - Wrapper Assignment
Email Preference	Please use the D2L internal course e-mail for general correspondence. I provide my external e-mail address for emergencies only. I cannot answer questions, accept assignments, or discuss grades via external e-mail so please use it for emergencies only.
COVID	Students or faculty members testing COVID positive must report that they have COVID and provide supporting documentation to the Department/Office of Counseling and Accessibility Services, Dr. Dorothy Williams, Director, Student Services & Success Center, Building 650-Suite 252, 404-756-4016, https://www.atlm.edu/students/counseling-and-disability-services.aspx . Upon doing so, this

	office will stay in touch with the student until student provide a negative test to return to campus. This office will then provide the faculty with the return to class information and notify the student when to return.
Email Response Time	Unless you are notified otherwise, I will strive to respond to all student questions and emails within 24 hours during the week and within 48 hours during the weekend. I will work to return graded coursework assessments within a week after submission due date in conjunction with class size and volume of student course-related inquiries.
Attendance:	Attendance is required at Atlanta Metropolitan State College. Students may view their attendance record by going to the Brightspace course page and clicking on "Attendance" from the "Assessments" menu at the top. It is the responsibility of each student to ensure that his or her recorded attendance is accurate. Any errors need to be brought to the attention of the instructor as soon as they are discovered.
Online Attendance & Participation Policy	Being "Present" in class is determined by the student's active attendance and participation in an "academically related activity" which includes actual presence in a virtual class, submission of an assignment, group projects, completion of an exam or quiz and discussion forum posting.
Conduct:	Refer to AMSC College Catalog, page 54
Late Policy:	No make-ups will be given for examinations, quizzes, and/or assignments without a valid excuse. For instance, if a student misses an exam, he/she will receive grade "F" for that exam. Students must submit a valid excuse within one week after returning to class unless a student experiences a situation such as, but not limited to, hospitalization for the remainder of the semester. Documents can be scanned and sent to me via Desire2Learn email. Overall, discretion regarding make-up work rests with me. Late coursework submitted and accepted without a valid excuse is subject to a 10-point reduction penalty in conjunction with discretion of instructor to accept late coursework.
Enrollment Status:	Students are ultimately responsible for ensuring that the course(s) in which they enroll are included in the approved degree plan and program map for their program of study. Students must periodically check their enrollment status in this course during the semester. The student is responsible for determining changes, if any, in enrollment status and taking necessary steps (e.g., pursuing re-instatement in this course) following those outlined in the AMSC catalog.
Attendance Verification (No Show)/Reinstatement	<p>Atlanta Metropolitan State College has a "No-Show" Reporting (Attendance Verification) policy. This policy is to comply with Federal Financial Aid regulations. Financial Aid recipients at Atlanta Metropolitan State College may become ineligible for funds by not attending class session (per enrolled course). Students who do not complete Mandatory Attendance Assignments and attend class sessions are NOT entitled to keep their financial aid award. The Registrar's Office will notify the students and faculty when the Attendance Verification Period has opened. The established "No-Show" Reporting (Attendance Verification) procedure will enable Atlanta Metropolitan State College to adjust financial aid awards before funds are issued to students (thereby eliminating liability for both the College and the student). A student reported as non-attending a course must seek the approval of the instructor in order to be reinstated. Once approved, the student will complete the Reinstatement form and submit it. The Office of Registrar will notify students when course reinstatement process has been completed during Reinstatement Period.</p> <p>The student can demonstrate compelling reason (s) that have prevented attendance and the instructor believes that there is a strong probability that the student can catch up in the class OR The instructor made an error, and the student was in attendance prior to being dropped.</p>

Computer Hardware & Software Requirements:	One of the challenges many encounter with enrolling in and completing an online course is the accessibility to the required and recommended software and hardware. Different institutions, and even different courses within the same institution, have varying technology requirements. Check your hardware and software systems to determine its compatibility with the online course you have selected.
Minimum Hardware Recommendations to take courses:	<p>D2L System Requirement</p> <p>Internet Connection:</p> <ul style="list-style-type: none"> · Ethernet Network Capability required · Wireless Network Capability required <p>Operating System Requirements</p> <ul style="list-style-type: none"> • PC: <ul style="list-style-type: none"> • Compatible Operating System: • Web Browser: Firefox, Chrome • Mac: <ul style="list-style-type: none"> • Compatible Operating System: • Web Browser: Firefox, Chrome, Safari <p>Hardware requirements:</p> <p>Minimum Technical Specifications for Hardware:</p> <ul style="list-style-type: none"> • A processor of 2GHz or faster • 4GB RAM or greater • 500 GB of Hard Drive space • Monitor and video card with a minimum resolution of 1024x768 • Keyboard and mouse <p>Minimum Technical Specifications for Computer Peripherals:</p> <ul style="list-style-type: none"> • Speakers • Headphones • Microphone • Webcam <p>Software requirements:</p> <p>Browser Requirements/Supported Browsers</p> <p>Compatible Browsers:</p> <ul style="list-style-type: none"> • Apple Safari - https://support.apple.com/downloads/safari (Mac) • Google Chrome - https://www.google.com/chrome/ (Mac or PC) • Mozilla Firefox - https://www.mozilla.org/en-US/firefox/new/ (Mac or PC) <p>Application Software</p> <ul style="list-style-type: none"> • Microsoft Office 2016 (Word, Excel, PowerPoint) (Mac or PC) • Adobe Reader - https://get.adobe.com/reader/ <p>Plug-ins</p> <ul style="list-style-type: none"> • Java - https://www.java.com/en/download/ • Adobe Flash Player - https://get.adobe.com/flashplayer/

	<ul style="list-style-type: none"> • Windows Media Player - https://www.microsoft.com/en-us/download/details.aspx?id=20426 • Apple QuickTime - https://support.apple.com/downloads/%2523quicktime • Microsoft Silverlight - https://www.microsoft.com/getsilverlight/Get-Started/Install/Default <p>Accessibility: Wi-Fi is also available for use in the campus parking lots.</p>
Tutoring Services	<p>Students improve their self-confidence and increase their chances of excelling in their courses when they utilize their college/university academic support services. The following tutoring services are available to AMSC students:</p> <ul style="list-style-type: none"> ❖ The AMSC Writing Center is open year-round to support students, staff, and faculty at AMSC. It offers virtual and in-person tutoring for various writing projects, assists at any stage of the writing process, and increases improvement in structure, use of sources, style, grammar, and more. The Writing Center is located in Building 100, Room 211. Students can walk in during hours of operation or schedule an appointment at https://calendly.com/amscwritingcenter/30min ❖ Tutor.com is a virtual space for students to access writing tutors outside of AMSC faculty. Access tutor.com in Brightspace by logging into your course. Next, click the 'Free Tutoring' tab and choose Tutor.com from the dropdown options. Students are granted five (5) hours per semester, and registration is not required. Contact the Center for Student Success and Advising at (404) 756-5690 for assistance. ❖ TutorOcean is a tutorial for students enrolled in STEM courses such as Biology, Chemistry, Mathematics, and Computer Science. Access TutorOcean and sign up at https://atlm.tutorocean.com
Americans with Disabilities Act (ADA) Statement	<p>Atlanta Metropolitan College is committed to providing support for all students and making their college experience an enriching opportunity. In compliance with Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The Department/Office of Counseling and Accessibility Services, located in the Student Services & Success Center, building 650-Suite 252, oversees the coordination of services for students with documented disabilities. The Coordinator of Disability Services collaborates with faculty and staff to offer provisions for reasonable accommodation to students who meet the requirements. It is the policy and practice of AMSC to make all Web information accessible to students with disabilities. If you, as a student with a disability, have difficulty accessing any part of the course materials for this class, please notify the instructor immediately. Accommodation cannot be provided until a reasonable accommodation plan is in place. To the greatest extent possible, all college representatives shall observe confidentiality.</p>
Office of Counseling and Accessibility Services	<p>The Office of Counseling and Accessibility Services operates under the Americans with Disabilities Act (ADA) laws in order to assist in leveling the playing field for students who have disabilities with those who do not. The amended ADA, otherwise known as ADAAA defines "disability" as a physical or mental impairment that substantially limits one or more major life activities. If you feel that you have a disability or impairment that may limit your academic functioning, please contact Dr. Dorothy Williams, the Director of Counseling and Accessibility Services at 404-756-4016 or at https://www.atlm.edu/students/counseling-and-disability-services.aspx.</p> <p>The Coordinator of Counseling and Accessibility Services reviews all accommodation requests. In order to receive accommodation, the student's illness or disability must be verified in writing by a physician, psychiatrist, or some other health care provider or specialist. Students choosing to access disability support services should contact the Coordinator as soon as possible after acceptance to AMSC. Please be aware that late notifications may result in complications for establishing accommodation in a timely fashion.</p>

Withdrawal	Withdrawal from a course is solely the responsibility of the student. Instructors will not initiate student withdrawals. A student who wishes to withdraw from a course MUST submit a completed Withdrawal Form (Schedule Reductions Form) to the Registrar's Office before mid-term in order to receive a grade of "W" for the course. A student who withdraws after the Midterm date receives a "WF" unless the Vice President for Academic Affairs determines that it is a hardship case, then a "W" will be recorded. The possibility that a student may fail the course will not be considered a hardship
Incomplete Grade Policy	An incomplete may be awarded at the instructor's discretion for non-academic reasons which prevent the student from completing the course requirements. The student must be passing the course at the time that the Incomplete is awarded and must sign an "Awarding of Incomplete" agreement. Unless otherwise stated, the incomplete should be removed by the end of the following semester; otherwise, the instructor will change the grade to an "F" grade.
Time Commitment	To successfully complete this course it requires discipline, devoted time and commitment. Determine your time commitment for this course in conjunction with your prior knowledge about this subject matter and your individual learning style. In fact, after reading and viewing course content determine what you fully understand, understand little, and not understand in determining your time commitment to this course via learning modules. That is, your time commitment may vary from one module to the next. Keep in mind that this is a reading-based course with instructor assistance.
Student Expectations	<p>Students are expected to be fully invested and engaged in their learning. The following guidelines are included to facilitate your course success.</p> <ul style="list-style-type: none"> • Participate in this course by following the guidelines of this syllabus and any additional information the instructor provides by email, telephone, discussion forums, etc. • Please speak with your instructor <u>in advance</u> if you have extenuating circumstances that prevent you from completing your assignments by the designated due dates. If a medical emergency occurs, you will need to provide a written medical / doctor's notice for the period in which you are unable to participate in class or complete any of the assignments (discussion, case studies, quizzes, exams, etc.). Without a medical / doctor's notice, all assignments missed will be scored as zero. • Sign-in to Brightspace D2L and / or Courseware to complete assignments regularly. • Read, study, and complete all assignments by the due dates. • Monitor Brightspace D2L course calendar. • Have access to a computer and the Internet. Make certain computer meets the technical requirements for computer course. • Be courteous, polite and respectful to faculty, staff and fellow students. • For online courses, the instructor will use Brightspace D2L email for all course related correspondence. Check <u>Brightspace D2L email</u> as well as <u>Ginger email daily</u> to stay abreast of what is going on in class.
Online Discussion Protocol	<p>The purpose of the discussion forum is to have interactive online discussions with our class community about specific topics, assignments, or readings.</p> <ul style="list-style-type: none"> • Be constructive and positive. You can challenge ideas and course content yet avoid becoming negative online. When you disagree respectfully and politely, you stimulate and encourage great discussion. • You are expected to conduct yourself in a mature, courteous, and mutually respectful manner. • Always sign your name.

	<ul style="list-style-type: none">• Postings should be well written with proper punctuation, spelling and grammar. Avoid the use of all caps or multiple punctuation elements (!!!???). Postings should be a minimum of 3 – 4 sentences.• Check postings for responses from others and respond in kind.• Postings should be evenly distributed throughout the week. Avoid making only weekend postings.• Encourage further discussion by building on current threads.• The instructor may not respond to every post but will be monitoring each discussion. A response may be made to contribute to a discussion, clarify a situation or redirect the conversation.				
Degree Relevance and Enrollment Status	Students are ultimately responsible for ensuring that the course(s) in which they enroll are included in the approved degree plan and program map for their program of study. Students must periodically check their enrollment status in this course during the semester. The student is responsible for determining changes, if any in enrollment status and taking necessary steps (e.g. pursuing re-instatement in this course) following those outlined in the AMSC catalog.				
Abandoning a Course	Abandoning a course should be avoided at all cost. Abandoning a course instead of following official drop procedures will result in a grade of —F at the end of the course. It is the student’s responsibility to initiate and complete the withdrawal process.				
Academic Honesty	<p>Only the epitome of professionalism is expected of each student. Cheating or the abetment of cheating is not tolerated. Per page 91-93 of the 2019-2020 Atlanta Metropolitan State College Catalogue the Penalties for Academic Misconduct states:</p> <ul style="list-style-type: none">• In cases where a student is found guilty of cheating or exhibiting academic misconduct involving an instructor-generated assignment or examination, the instructor may impose a penalty.• Types of penalties may include, but are not limited to, the instructor assigning a grade of “F” for the assignment, the instructor not accepting the work, the student being assigned additional work, or the student receiving a grade reduction for the assignment. <p>The maximum penalty the instructor may impose is a grade of “F” for the course.</p>				
Class Cancellation	Procedure regarding long-term emergency closure of the college (attendance policy): In the event of an emergency that forces the college to close for an extended period, students MUST contact the instructor of this class within 48 hours using the contact information (e.g., email address in BrightSpace/D2L) on the syllabus to obtain directions for continuing the course. The instructor will provide directions for the transmission and submission of course assignments and course assessments, including due dates. The student is responsible for submitting valid, accurate contact information, including an active AMSC email address to the instructor by the end of the first week of the course. Students can obtain an Atlanta Metropolitan State College Student email address in the Academic Support Center on the third floor of the Library Building. If the instructor for the course cannot be reached within the specified period (within 48 hours), the Dean of the School responsible for the course can be reached at the email address posted on the college’s website				
Methods of Assessment	<table><tr><td>Graded Activity</td><td>Points</td><td>Weight</td><td>Brief Description</td></tr></table>	Graded Activity	Points	Weight	Brief Description
Graded Activity	Points	Weight	Brief Description		

		Course Introductions Adaptive Learning x 2 Concept Clip Assignment Application-Based Simulation Activity Advisement & Registration Extra Credit Assignment	5 400 5	0%	Course Introductions Student Success, What is Federalism concept clip, Civic Literacy Adaptive Learning, and Application Based Simulation assignments. Summer and/or Fall 2025 advisement and registration extra credit assignment	
		Smart Book Assignments x 11 Discussions x 4	1, 100 400	40%	11 Module Smart Book Assignments worth 100 points each 4 Module discussions worth 100 points each. Discussions will be graded based on the Discussion Board Rubric	

		U.S. Constitution Quiz (Non-proctored)	100		Module 3 U.S. Constitution Quiz worth 100 point	
		Georgia Constitution Quiz (Non-proctored)	100	20%	Module 3 Georgia Constitution Quiz worth 100 point	
		Concept Clips x 3	300		3 Module Concept Clips worth 100 points each. Concept Clips cover information in modules	
		Primary Source Assignment	100		Module 3 U.S. Constitution Article I Primary Source assignment worth 100 points	
		Counter Point Video Assignment	100		Module 5 Federal Minimum Wage (Counter Point Video) assignment worth 100 points	
		Application-based Activity	100		Module 5 Application-based activity: Mission 05: Pass a Bill worth 100 points	
		Newsflash Assignment	100		Module 6 Newsflash Activity worth 100 points	
		Podcast Assignment	100		Module 7 Podcast assignment worth 100	

		<div>Wrapper</div> <div>In-class Group Debate</div> <div>100</div>	<div>100</div>	<div>15%</div>	<div>Covers Module Modules 2 – 4 and Midterm Exam</div> <div>Module 5 In-class group debate worth 100 points.</div>	
		<div>Midterm Exam (Non-proctored)</div>	<div>100</div>	<div>10%</div>	<div>Covers Module Lessons 2 – 4.</div>	
		<div>Final Exam (Non-proctored)</div>	<div>100</div>	<div>15%</div>	<div>Covers Module Lessons 5 – 7 with a few questions from Lessons 2 – 4.</div>	
		<div>Total Points</div> <div>Total Final Grade</div> <div>Calculated Points</div>	<div>3,310</div> <div>2,900</div>	<div>100%</div> <div>100%</div>		
Class Schedule	<div>Semester Timeline</div>					
	Weekly Schedule		Reading Assignments		Lesson Module	Activities – What’s Due
	August 18-24, 2025 (Course Introductions only in conjunction with attendance verification)		Introduction and discussion of assignments		1 - Start Here	Course Introductions, McGraw Hill Connect Orientation Videos, Student Success, Concept Clip: What is Federalism, Civic Literacy, and Application-based Simulation Learning Activities.
	August 18-30, 2025					
	<div>Critical Thinking, Political Culture, Public Opinion, and Political Socialization</div>					

	August 27-September 7	Chapter 1 – Critical Thinking and Political Culture: Becoming a Responsible Citizen	2	Chapter 1 Smartbook Concept Clip: How to Critically Think
	August 27-September 7	Chapter 6 – Public Opinion and Political Socialization: Shaping the People’s Voice	2	Chapter 6 Smartbook Concept Clip: How to Evaluate News Sources
	Constitutional Democracy, Federalism, and Georgia Politics			
	September 8-19	Chapter 2 – Constitutional Democracy: Promoting Liberty and Self-Government	3	Chapter 2 Smartbook U.S. Constitution quiz
	September 8-19	Chapter 3 – Federalism: Forging A Nation, and State of Georgia Historical and Evolving Government	3	Chapter 3 Smartbook State of Georgia Constitution quiz U.S. Constitution Article I Primary Source Assignment Module 3 Discussion Posts
	Civil Liberties and Civil Rights			
	September 20-October 1	Chapter 4 – Civil Liberties: Protecting Individual Rights	4	Chapter 4 Smartbook
	September 20-October 1	Chapter 5 – Equal Rights: Struggling Toward Fairness		Chapter 5 Smartbook Module 4 Discussion Posts

	October 2-3	Student Self or Group Review for Midterm Exam Midterm	Lessons 2 - 4	
	October 4-6	Political Parties and Congress		Midterm Exam
	October 8-30	Chapter 8 – Political Parties, Candidates, and Campaigns: Defining the Voters’ Choice	5	Chapter 8 Smartbook Should We Raise the Federal Minimum Wage (Counter Point Video) Wrapper Assignment
	October 8-30	Chapter 11 – Congress: Balancing National Goals and Local Interests	5	Chapter 11 Smartbook Application-based Activity: Pass a Bill Assignment Module 5 Discussion Posts In-class Group Debate
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		The Presidency and the Bureaucracy		
	November 3-14	Chapter 12 – The Presidency: Leading the Nation	6	Chapter 12 Smartbook Newsflash: Executive Orders
	November 3-14	Chapter 13 – The Federal Bureaucracy: Administering the Government	6	Chapter 13 Smartbook Module 6 Discussion Posts
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		The Judiciary		
	November 17-December 3	Chapter 14 – The Federal Judicial System: Interpreting the Law	7	Chapter 14 Smartbook Concept Clip: How to Read a Court Case Podcast: How a Case Gets to the Supreme Court.

	<p>December 8 Student Self or Group Review for Final Exam</p> <p>December 9-11 Final Exam Lessons 5 – 7 with a few questions from Lessons 1-4 Final Exam</p> <p>Note: Dates reflect flexible timeframes to submit coursework beyond our in-person class meeting times. Dates are tentative and are subject to change. Additionally, the dates reflect timeframes in which instructional materials are scheduled to be released to the class. Keep in mind that students enrolled in this course should have access to this course within D2L Brightspace 24 hours a day.</p>
Grade Scale and Distribution	<p>Grades are based on student performance and capability. Simply turning in all the assignments does not guarantee that the student will receive a "good grade." To receive a higher grade, a student must demonstrate proficiency in the material. For different students, gaining that proficiency requires different levels of work, because not all students walk into the class with the same aptitude for the course content. The standards for the respective grades are as follows:</p> <p>A: 90-100% B: 80-89% C: 70-79% D: 60-69% E: 50-59%</p>
Artificial Intelligence (AI) POLS 1101 Course Level Statement and Policy	<p>While the use of technology is an essential component of the design and delivery of this POLS 1101 course, the use of AI in this course is discouraged. While also recognizing that there is an ongoing national debate in regard to advantages and disadvantages of using AI, such as ChatGPT, in higher education learning, there is really not an essential need for its use in this POLS 1101 course. Course required textbook, We the People, does not only provide description and analysis throughout it; it also influences critical thought throughout it. Course discussions and discussion assignments, as well as some of the McGraw Hill Connect assignments do the same. For students assigned group debate projects, debate topic primary literature is provided to the groups from the instructor. Thus, course reading, assignments, and instructor input contribute to students generating ideas and engaging in deeper thought while completing written/taped assignments and debating. AMSC's Writing Center also provides students in-person and virtual session opportunities to acquire hands-on assistance with writing/typing development and improvement. However, if a student decides to use and incorporate AI into writing/typing assignments, he/she must cite and document his/her source of information. If the instructor of this course suspects the use of AI in this course without citation, the impacted student will be notified in conjunction with AMSC's academic honesty policies and processes.</p>
Grade Appeals and Student Complaint Policy and Process	<p>Please follow the Grade Appeals Process outlined in the AMSC Student Catalog, Pages 61/62. You can also refer to the Grade Appeal brochure at: https://www.atlm.edu/downloads/advisement/CAAS%20Grade%20Appeal%20Brochure.pdf. For student complaint policy and process, refer to AMSC student catalog pages 51/52.</p>
	Frequently Asked Questions and Helpful Links

What is Brightspace (D2L) and how can I access it?	Brightspace(D2L) is the virtual space where students access their online courses and some Face2Face class resources, quizzes, assignments, etc. You can access Brightspace (D2L) from https://atlm.view.usg.edu/ . You can also access Brightspace (D2L) from the College's webpage and click on Brightspace (D2L) on top.
Who is my Advisor?	Where can I receive Advisement and Tutoring assistance? Center for Academic Advising and Success (CAAS)
What do I do if I face technical issues while taking a quiz or turning in an assignment in Brightspace	https://d2lhelp.view.usg.edu/ You can reach the GaView Helpdesk 24/7/365 days at 18557724423.If you are unable to submit a quiz or assignment or face a technical glitch, please contact the University System of Georgia's GaView Helpdesk at 1855 772 4423. The Helpdesk is open 24/7 all 365 days. If your issue cannot be resolved right away, the Helpdesk will issue a ticket to your Atlm Ginger email address. That ticket needs to be forwarded to your instructor to prove that you faced a technical issue that forced you to miss a deadline.
I can't download Respondus Lockdown Browser. What do I do?	If you are unable to download Respondus to your computer, please email the Office of Testing at Testing@atlm.edu at least 24 hours in advance requesting a testing appointment at the Testing Lab. For Respondus issues, please contact https://web.respondus.com/contact/ .
Where do I go for ADA Accommodations	https://www.atlm.edu/students/counseling-and-disability-services.aspx
I have a complaint. Where do I go?	Fill out and submit the Student Complaint form
I have an issue with my grade. How may I appeal my grade?	Read the brochure and follow the instructions to appeal your grade .
How do I Withdraw from a Course	Follow the Course Withdrawal Process here
I have a Hardship. How do I do a Hardship Withdrawal?	Follow the Hardship Withdrawal Process here
To Know the Campus Carry/HB 280 Policy	House Bill 280 Guidelines
Disclaimer	<i>Information contained in this syllabus and schedule was, to the best knowledge of the instructor, considered correct and complete when distributed for use at the beginning of the semester. This syllabus should be considered only a guide for instructor and students, not a formal contract between Atlanta Metropolitan State College and any student. The instructor reserves the right, acting within the policies and procedures of AMSC, to make changes in course content or instructional techniques.</i>