



COURSE SYLLABUS

PS 380 WA – Congress and the Presidency

Web Based Course Syllabus

Classroom located at uiulearn.uiu.edu

Instructor Information

Instructor Name: Michael Spurlock

UIU Faculty Email: spurlockm183@uiu.edu

Telephone Number: (404) 769-3531

Availability: 4:00 pm – 9:00 pm (EST)

I read messages daily and will respond within 24 hours at least to acknowledge receipt of your message even if I do not have an immediate answer or resolution to the inquiry.

My office hours (virtual) are from 4:00 pm – 9:00 pm daily (EST). During that time, I am available to chat with students who may need additional support.

If you need administrative assistance, please contact Upper Iowa University:

Self-Paced Degree Program
Upper Iowa University
PO Box 1857
Fayette, IA 52142
Toll free: 800.553.4150
Fax: 563-425-5287
E-mail: selfpaced@uiu.edu

Contact the UIU IT helpdesk for assistance with your **UIU email** or **myUIU access**.

Phone: 563-425-5876
Email: helpdesk@uiu.edu
Website: www.uiu.edu/helpcenter

Course Description

Semester Credits: 3 semester credits

Catalog Course Description: A study of the interaction in the policy-making roles of the President and Congress of the United States. Emphasis is on federal legislation, crisis politics and the system of checks and balances.

Prerequisites: None

Credit Hours:

As a requirement of HLC Accreditation, all UIU courses, regardless of meeting schedule or instructional mode, follow the Federal Credit Hour Definition. As such, each credit hour earned at UIU is equivalent to a minimum of 45 hours of student engagement.

For more information on how specific instructional modes meet this requirement, please see *UIU's Policy Guidelines for Instructional Time Expectations*: [UIU Policies](#).

Course Materials

It is the student's responsibility to make sure she/he has access to all required course materials by the start of the session.

Required Textbooks

Steven S. Smith et al, *The American Congress* (9th Edition), Cambridge University Press, [ISBN: 9781107571785]

Michael Nelson, *The Presidency and the Political System* (11th Edition), CQ Press, ISBN: 9781544317298

Recommended Resources:

American Psychological Association. (2010). Publication manual of the American Psychological Association (6th ed.). Washington, D.C.: Author. ISBN: 978-1-4338-0561-5.

Ordering Textbooks

Purchase your textbook through the online university bookstore, [MBS Direct](#), or by phone at (800) 325-3252.

Course Objectives

1. Constitutional perspectives of presidential, congressional, and shared policy making
2. The functions and operation of Congress and the Presidency,
3. The interaction of Congressmen and Presidency with other actors in the political arena,
4. And to think critically about the Congress and Presidency and their capacity to make effective policy.

Program Student Learning Outcomes

Required – Please see guide for assistance.

Course Requirements and Grading Criteria

Course Requirements

The course is completely developed in uiuLearn and consists of 8 units. All course materials will be available and all work should be completed in uiuLearn. Completion of a unit will release the subsequent unit. Even though you do not attend a regular classroom in the traditional sense and keep up with a set schedule of assignments, it is important to maintain a regular schedule, if possible, to complete all course work. It is too easy to set work aside and decide to do it later.

Student Autobiography

Student Autobiography is the first assignment in Unit 1. Student Introductions is the first submitted item. Since we may never have the opportunity to meet face to face, please introduce yourselves. Please provide the following information and tell me about yourself (i.e. - your educational aspirations, employment, family, hobbies). Submit this autobiography as an MSWord document to the Student Autobiography Dropbox under Unit 1 in uiuLearn.

Assignments

There are 8 Short Answer assignments – one for each unit. Each short answer assignment is comprised of questions supported from the readings for that unit and responses should be expanded with outside appropriate academic reference from the web. Each question response should be at least one paragraph (a minimum of 4 – 5 complete sentences) and must be prepared in a word processing program (i.e. Microsoft Word, Microsoft Works). Please use APA formatting and a reference to support your post. Submit your assignment to the Turnitin enabled 'Short Answer' assignment Dropbox for that unit.

You will have an Analysis Assignments and Summaries/Current Event assignments for each unit, details of these assignment will be posted in uiuLearn.

The requirements for each of the 3 Papers will also be posted in uiuLearn. The three papers are: Unit 2 (Shared Governance), Unit 4 (Impeachment), and Unit 6 (Bill Proposal).

Quizzes

There are 8 quizzes – one for each unit. The quizzes in units 1 - 8 consist of 15 multiple choice questions; and are timed at 30 minutes.

Final Assessment

The Final Assessment is worth 220 points and will consist of 4 essay questions. The assessment must be prepared in a word processing program (i.e., Microsoft Word). The answer to each of the 4 questions should be between 250 and 500 words. You are required to use at least 2 outside sources to answer each question.

Grading Criteria

The course letter grade will be based on the following grading criteria.

Activity	Points
Student Autobiography	0
Short Answer Assignment from each unit (8 x 15pts).	120
Paper Assignments (3 x 100pts)	300
Analysis Assignments (8 x 15pts)	120
Summary/Current Event (8 x 15pts)	120
Unit Quiz (8 x 15pts)	120
Final Assessment	220
Total	1000

Grading Scale

Letter Grade	Percent	Points
A	93-100%	930 – 1000
A-	90-92%	900 – 929
B+	87-89%	870 – 899
B	83-86%	830 – 869
B-	80-82%	800 – 829
C+	77-79%	770 – 799
C	73-76%	730 – 769
C-	70-72%	700 – 729
D+	67-69%	670 – 699

D	63-66%	630 – 669
D-	60-62%	600 – 629
F	0-59%	0 – 599

Grades and Feedback

Unit grades and feedback will be posted in the gradebook in the online classroom. As each unit is completed, I will provide you feedback on graded assignments and your progress. Individual assignment feedback will be provided through the Course Drop Box. Overall course feedback will be provided through the Course Gradebook module. In most cases feedback will be provided within 4 days. In all cases, if you have questions of your progress, please send me a note.

Turnitin

In your writing in this course you will be asked to both cite and reference in APA format in much of the written work you submit. Part of your grade will be based upon this, thus I want to make sure that you are clear on what citing and referencing entails. Turnitin will be required in your course. I use the Turnitin plagiarism prevention & education tools which is fully integrated into the classroom assignment Drop boxes.

Course Schedule

Unit	Topics of Study	Activities	Assessments
Unit 1	Pattern of Policymaking: Partners or Partisans? (Smith) Chapter 1: The Troubled Congress (Nelson) Chapter 1: The Two Constitutional Presidencies	• Course Syllabus • About the Instructor • Lecture/PowerPoint • Smith Read Chapter 1 • Nelson Read Chapter 1	• Complete Student's Autobiography • Short Answer Assignment • Analysis Assignment • Summary/Current Event • Quiz

Unit	Topics of Study	Activities	Assessments
Unit 2	The Constitution and Shared Governance (Smith) Chapter 3: The Development of Presidential Power (Smith) Chapter 4: The Presidency in History (Nelson) Chapter 2: Representation and Lawmaking in Congress	• Lecture/PowerPoint • Smith Read Chapters 2 & 3 • Nelson Read Chapter 2	• Short Answer Assignment • Analysis Assignment • Complete Paper Assignment • Summary/Current Event • Quiz
Unit 3	The Presidency and Policymaking (Smith) Chapter 18: Presidential Power and Public Policy (Nelson) Chapter 9: Congress and the President	• Lecture/PowerPoint • Smith Read Chapter 18 • Nelson Read Chapter 9	• Short Answer Assignment • Analysis Assignment • Summary/Current Event • Quiz
Unit 4	The Congress and Policymaking (Smith) Chapter 15: The President and Congress (Nelson) Chapter 4: Members, Goals, Resources, and Strategies (Nelson) Chapter 5: Parties and Leaders	• Lecture/PowerPoint • Smith Read Chapter 15 • Nelson Read Chapters 4 & 5	• Short Answer Assignment • Complete Paper Assignment • Analysis Assignment • Summary/Current Event • Quiz

Unit	Topics of Study	Activities	Assessments
Unit 5	The Courts and Policymaking (Smith) Chapter 16: The President and the Judiciary (Nelson) Chapter 10: Congress and the Courts	• Lecture/PowerPoint • Smith Read Chapter 16 • Nelson Read Chapter 10	• Short Answer Assignment • Analysis Assignment • Summary/Current Event • Quiz
Unit 6	Lobbyists and Interest Groups and policymaking (Smith) Chapter 11: The Presidency and Interest Groups (Nelson) Chapter 11: Congress, Lobbyists, and Interest Groups	• Lecture/PowerPoint • Smith Read Chapter 11 • Nelson Read Chapter 11	• Short Answer Assignment • Complete Paper Assignment • Analysis Assignment • Summary/Current Event • Quiz
Unit 7	Foreign Policymaking (Smith) Chapter 5: Presidential Competence (Nelson) Chapter 9: Congress and the President	• Lecture/PowerPoint • Smith Read Chapter 5 • Nelson Read Chapter 9	• Short Answer Assignment • Analysis Assignment • Summary/Current Event • Quiz

Unit	Topics of Study	Activities	Assessments
Unit 8	Economics and Budget Policy (Smith) Chapter 14: The Presidency and the Bureaucracy (Nelson) Chapter 12: Congress and Budget Politics	• Lecture/PowerPoint • Smith Read Chapter 14 • Nelson Read Chapter 12	• Short Answer Assignment • Analysis Assignment • Summary/Current Event • Quiz • Final Assessment

Course Expectations

Email

Upper Iowa University employees and students are issued an UIU email account. University email communications will only be sent to UIU email address. Faculty and staff are not obligated to respond to students using non-UIU email accounts.

Professional Writing and Speaking Guidelines

Communications in class and online should follow the Student Conduct and Discipline, Respect for the University Environment, and Code of Student Responsibility in the [Student Handbook](#) (pg. 20 and 21). Respect the opinions of others using appropriate language and communications.

University Policies

Withdrawal (W)

If you wish to withdraw prior to the last day of the enrollment period you must contact your advisor by phone or in writing. After your original six month enrollment period, you no longer have the option to withdraw from the course. You must finish the course or have a final grade assigned based on the coursework submitted. Please contact the financial aid office if you have questions about course withdrawal's effect on your financial aid award.

REFUND POLICY

Upon receiving a written or phone request for withdrawal, using the date of the request, a refund of tuition is made according to the guidelines listed below.

On or before the first day of the enrollment period*	100%
After the first lesson through 10% of the enrollment period	90%

After the first 10% through the first 25% of the enrollment period	50%
After the first 25% of the enrollment period	0%

*An enrollment period is defined as a number of units to be submitted during a six-month period of time. The refund/repayments shall be calculated using the percentages noted above. The percentages are determined by the number of units/exams completed as compared to the total number of units/exams required for the course.

Administrative Withdrawal (AW)

A grade of AW (administrative withdrawal) is recorded for any course from which a student is administratively withdrawn. At least one complete unit must be submitted to the instructor within the first 60 days of the enrollment period or the student will be administratively withdrawn from the course.

Students who withdraw from a course prior to submitting the first assignment, or who are administratively withdrawn for non-submission of assignments, will be charged an administrative fee of \$99.

Incomplete/Extension

Students who are enrolled in self-paced courses will be allowed to request one four-month extension and receive an 'I' (incomplete grade) at the end of their original six month enrollment period if:

- A minimum of one assignment has been received for grading per guidelines **AND**
- All course units and exams are not completed and submitted **OR**
- A course withdrawal has not been initiated

Incomplete grade details:

- When the extension is granted and an incomplete grade is issued, the student will receive a four-month enrollment period to complete the course.
- Students do not have the option to withdraw from a course after the initial six-month enrollment period.
- An 'I' grade posted to the student's official record will be replaced with a final letter grade; however, the incomplete will remain on the official transcript as a notation.
- If the course is not completed by the end of the incomplete/extension period, the instructor will assign a final grade (A-F) based on work completed in relation to the total course requirements.
- After that point, credit may be earned only by reenrolling and repeating the course in its entirety.

Note: Students are not reported as enrolled during the incomplete/extension period and are not eligible for student loan deferment.

The fee for a self-paced extension is \$99 per course. To request an extension, the “Self-Paced Course Extension Request” form must be completed and returned to the Self-Paced department. The form can be found at <https://my.uiu.edu> (Academics Tab under Student Forms). The request for an extension and payment must be submitted no earlier than one month before the end of the course and no later than a week before the end of the course. **If you do not request and pay for an extension, a final grade will be issued for the course based on coursework received by the original course end date.**

If you do not wish to use the extension option and will not be able to finish your Self-Paced class by the original six-month end date, you can submit a course withdrawal form before the course end date if you wish to withdraw from the course. The amount of the course refund is determined by the number of lessons submitted as compared to the total due.

Academic Accommodations

It is the policy of Upper Iowa University to ensure equal access to educational and co-curricular activities to students with disabilities as mandated by the Americans with Disabilities Act Amendments Act (ADAAA) and Section 504 of the Rehabilitation Act of 1973. A student seeking accommodations should contact the Director of Disability Services (DDS) as early in the session as possible. In order to receive accommodations, students must disclose their disability to the DDS by completing a *Voluntary Disclosure Form*, as well as providing appropriate documentation. The *Voluntary Disclosure Form* is available in the DDS office or online at [Disability Services](#). Students will be given a *Request for Accommodations Contract* during their initial appointment with the DDS. **This appointment will be in person for Fayette campus students and over the phone for center, online, and self-paced students.** It is the student’s responsibility to provide the instructors with a copy of the *Request for Accommodations Contract* (for Center or online students, these contracts are emailed out to instructors by the DDS for the student). Additionally, students should work cooperatively with their instructors throughout the session to make sure that appropriate accommodations are being made. You can contact the DDS at (563) 425-5949, disabilityservices@uiu.edu, or stop by the office in the Student Center, Office of Student Life, Room 229.

Academic Misconduct Policy

Cheating, academic dishonesty, and plagiarism constitute a violation of the offender’s own integrity, as well as the integrity of the entire University; they will not be tolerated. Violators will receive sanctions based on the level of academic misconduct.

Cheating includes, but is not limited to:

- The use of unauthorized books notes or other sources in the giving or securing of help in an examination or other course assignments.

- The copying of other students' work or allowing others to copy your work. The submission of work that is not your own or allowing others to submit your work as theirs.
- The submission of the same work for two or more classes without the approval of instructors involved.

Academic dishonesty includes, but is not limited to:

- Sharing academic materials knowing they will be used inappropriately.
- Accessing another person's work without permission.
- Providing false or incomplete information on an academic document.
- Changing student records without approval.
- Obtaining and using texts or other materials intended for instructor use only.

Plagiarism includes, but is not limited to:

- The presentation of another's published or unpublished work as one's own.
- Taking words or ideas of another and either copying them or paraphrasing them without proper citation of the source.
- Using charts, graphs, statistics or tables without proper citation.

Levels of Academic Misconduct and Sanctions

The faculty member teaching the course has the primary responsibility for resolving allegations of academic dishonesty, though egregious violations will be resolved by the School administration, the Academic Misconduct Board, or some combination thereof. The final decision on the level of a violation rests with the Academic Misconduct Board. Options for resolving an alleged case of academic dishonesty range from dismissing the allegation with no negative sanction to being expelled from the university ([Academic Misconduct Policy: Table 1](#)). A negative sanction is defined as an action taken by the faculty member that affects the student's grade for the assignment or his or her cumulative grade for the course. Anytime academic misconduct is detected, the procedures outlined in [Academic Misconduct Policy: Table 1](#) should be followed. The incident will be maintained in a searchable database maintained by the Office of Academic Affairs.

Copyright Statement

In recognition of the Copyright Law of the United States (Title 17, United States Code), Upper Iowa University reminds both faculty members and learners that a willful infringement of the law may result in disciplinary action. The University library has available materials discussing the "fair use" concept, along with criteria and guidelines for reproduction and use of copyrighted materials.

This syllabus is subject to change.

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