

LARAMIE COUNTY COMMUNITY COLLEGE

Course Syllabus

Summer

Block: N/A

COURSE NUMBER/TITLE AND CREDIT HOURS:

POLS 1009, Introductory Experiential Civics, 3 Cr FIRST and LAST DAY OF CLASS: This is a weeklong summer class and varies in location for Boys State and Girls State, usually held the first full week of June.

TIME and LOCATION: Residential Program (approximately 6:30am – 10pm) Girls State held at Laramie County Community College Campus in Cheyenne, WY.

INSTRUCTOR'S NAME: Tammy Harris

INSTRUCTOR'S E-MAIL ADDRESS: tjharris@wyoming.com

OFFICE HOURS: By Appointment

COMMUNICATING WITH THE INSTRUCTOR: To contact the instructor email the instructor at tjharris@wyoming.com. Emails will be returned within 3 business days.

COURSE DESCRIPTION: Students in this course focus on practical experiences in government while learning values associated with citizenship. This is an experiential learning course for participants of Wyoming Boys and Girls State, who are taught US and State government processes and procedures. This course does not satisfy the state statutory requirement for instruction in the United States and Wyoming Constitutions.

INSTRUCTIONAL MATERIALS TO BE USED: US Constitution and Bill of Rights, and State of Wyoming Constitution

ADDITIONAL REQUIREMENTS: Students must submit a Bill before or during the course.

INSTITUTIONAL COMPETENCIES: LCCC has established a blueprint for academic success based on four competencies that are incorporated throughout the curriculum. All students are expected to attain proficiency in each of these areas as part of their academic program at the college. The institutional competencies, which are incorporated into this course, appear in bold text below :

1. Reasoning:

- Quantitative reasoning—Students' ability to represent and interpret mathematical information and apply it to a task.

- Scientific reasoning—Students’ ability to observe, hypothesize, test, analyze, interpret and reflect on scientific phenomena.
- Problem solving: Students’ ability to analyze a task, apply tools, execute a plan, and reflect on its effectiveness.
- Information literacy : Students’ ability to access, evaluate, and synthesize appropriate resources for a project, and to use resources ethically

2. Effective Communication:

- Written communication: Students’ ability to effectively communicate in writing
- Verbal communication: Students’ ability to effectively communicate verbally when giving presentations.
- Interpersonal communication: Students’ ability to effectively communicate interpersonally in various situations to create meaning together.

3. Collaboration: Students’ ability to foster teamwork, consider needs of partners, and work toward a specific goal as part of a team

4. Human Culture:

- Awareness—Students’ ability to distinguish the complexity of cultural elements important to members of a culture.
- Aesthetic analysis: Students’ ability to analyze objective and subjective characteristics of art, music, performance art, literature, architecture, mass media, humanities and other forms of artistic expression

COURSE COMPETENCIES: Upon completion of this course, successful students will be able to:

- Define basic terms and concepts related to government, citizenship and democracy;
- Discuss the governmental process;
- Explain the importance of citizenship in a democratic society.

INSTITUTIONAL ATTENDANCE and Course DROP POLICY:

By federal regulations, attendance in a face-to-face course is defined as attending class and participating in daily class work and discussion. Attendance in an online course will be measured by the submission of course work in D2L. Logging into D2L will not be counted for attendance purposes. Rather, the date of the last on-time submission of work will serve as the last date of attendance for all students. Students who do not complete the application process by the American Legion and American Legion Auxiliary timeline as seen on their websites will be dropped for non-attendance.

COURSE ATTENDANCE POLICY: Students must participate fully in all aspects of the program. Close this statement with the following sentence: Approved absences as defined in Administrative Procedure 2.15.2P.

CLASS CANCELLATION ANNOUNCEMENTS: When LCCC is closed due to weather or other emergencies face-to-face classes will be canceled. This information will be communicated via the LCCC homepage and via MyCruiserAlert.

LAST DATE TO DROP OR WITHDRAW: There is no refund of administrative costs.

GRADING: All grades in POLS 1009 are Pass/Fail. Final course grades will be based on the following:

- Active participation as a citizen in Boys and Girls State
 - Voting in all Boys and Girls State elections
 - Maintaining the high ethical standards expected at Boys and Girls State
 - One (1) written communication describing the Wyoming political/governmental process with specific focus on how citizens can participate in the process and influence policy
 - At least one (1) oral communication focused on citizenship involvement in elections, and other ways for citizens to influence the actions of government
 - One (1) essay of personal reflection on the motivation to become involvement in American Citizenship
 - Completion of an academic assessment to measure knowledge of government processes
- Late Work or Makeup Work: Arrangements must be made ahead of time with the instructor in regard to any late work. Please notify your instructor of illness, personal emergency, or other reasons that may justify lateness. No late work will be accepted without consulting the instructor. No makeup work will be allowed without the express permission of the instructor.

ACADEMIC INTEGRITY: Academic integrity is the moral code or ethical policy of academia. This includes values such as avoidance of cheating or plagiarism and maintenance of academic standards. Maintaining academic integrity involves: creating and expressing your own ideas in course work; acknowledging all sources of information; completing assignments independently or acknowledging collaboration; accurately reporting results when conducting your own research or with respect to labs; and honesty during exams (LCCC Administrative Procedure 2.16P). All LCCC students are expected to display appropriate conduct while on campus or attending college-sponsored activities. The College will take appropriate action for any demonstrations of academic dishonesty. Academic dishonesty is defined as a willful perversion of truth, or stealing, cheating, or defrauding in instructional matters. Students will have engaged in academic dishonesty if they copied the work of another without attribution, willfully allowed another to copy their work, falsified information, participated in unauthorized collaboration, obtained an examination prior to its administration, used unauthorized aid(s) during an examination, knowingly assisted someone else during an examination, submitted the work of another as though it were their own, or committed other acts of plagiarism or actions deemed to be dishonest by the instructor. Laramie County Community College Syllabus Format 2016-2017 |

Revised April 2016 Evidence of plagiarism will result in a failing grade for the course. Consequences for participating in any form of academic dishonesty may include receiving a failing grade for the assignment and/or course or being subject to suspension or dismissal pursuant to the LCCC Student Handbook.

STUDENT RIGHTS AND RESPONSIBILITIES: Students are expected to review and comply with the student rights and responsibilities as outlined in the LCCC Student Handbook and in the program handbook where appropriate. The Student Handbook is available online at <http://www.lccc.wy.edu/life/handbook>. Students are advised to review the policies found at <http://policies.lccc.wy.edu/>. **ADA POLICY:** Cheyenne Campus and Online: Students with a documented disability needing educational accommodations should contact the Disability Support Services (DSS) each semester by stopping by EEC 222, calling (307) 778.1359, or email to DSS@lccc.wy.edu. Albany County Campus: Students with a documented disability needing educational accommodations should contact the DSS Office at (307) 772.4254 or in Cheyenne at (307) 778.1359, or email to DSS@lccc.wy.edu. No accommodations will be provided by the instructor without approval from the DSS.

AUDIT POLICY: Students may not take this course for audit.

TUTORING: Academic tutoring and resources are available to current LCCC students. Cheyenne Campus and Online Students: The Student Success Center is located in the Ludden Library, Room 429. It offers tutoring in most subjects other than communication/public speaking and literature/writing/reading. Call (307) 778.4315 for information on this free service. The Writing & Communications Center is located in the Ludden Library Instruction Room. It offers tutoring in writing, reading, literature, communication, and public speaking on a drop-in basis. Call (307) 778.1311 for information on this free service. Albany County Campus Students: The Student Success Center offers tutoring in English, Writing, Math, Biology, Chemistry, Physics, Psychology, Accounting, Physics, Anatomy & Physiology, History, Communications, and Criminal Justice. The lineup of offerings changes by semester according to the classes offered at ACC but the core subjects are available when classes are in session. Tutors meet with students at regularly scheduled times in the ACC Library. Tutoring schedules are posted in every classroom and public space on campus as well as being available at the Help Desk in the ACC Library. The Coordinator is located in Room 221 to provide information regarding this free Laramie County Community College Syllabus Format 2016-2017 | Revised April 2016 tutoring service for students or to set up one-on-one tutoring sessions upon request. Call (307) 772.4257 or (307) 721.5138 ext. 4257 for more information.

DISCLAIMER: Changes to this schedule may be necessary as this course progresses. When a need to change the schedule arises, students will be informed at Boys or Girls State sessions