**Wayland Mission Statement**

Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind.

**Contact Information**

**Course**

: POLS 2302 VC01 – State and Local Government

**Campus**

: online

**Term/Session**

**:** FALL1, 2025

**Instructor**

**:** Mrs. Gable

**Office Phone Number**

**:** 940-232-4289

**WBU Email Address**

**:** lori.gable@wayland.wbu.edu

**Office Hours, Building, and Location**

**:** online- please email, text, or call--- please limit calling to 8-5 M-F

**Class Meeting Time and Location**

**:** online

**Course Information**

**Catalog Description**

**:** Survey course of state and local government: political and constitutional system, the major political institutions and policymaking and implementation process, policy issues, and the electoral system.

**There is no prerequisite for this course.**

**Textbook Information**

**Required Textbook(s) and/or Required Materials**

**:** POLS 2302 - State and Local Government TITLE AUTHOR PUBLISHER ED YEAR ISBN# Inside Texas Politics Rottinghaus Oxford 4th 2023 9780197672419

*The textbook for this course is part of the* ***Wayland’s Automatic eBook*** *program. You will have access to an eBook and interactive learning material on the first day of class through your Blackboard course site. The cost of this Automatic eBook will be billed directly to your student account when you register for the course. You will be notified via email with access instructions and additional information. If you do not wish to participate in the Automatic eBook program, you will have the first 12 days of class to opt-out of the program (additional details will be outlined in your email instructions). For more information on the Automatic eBook program, visit the Wayland Bookstore* [*Automatic eBook FAQ*](https://bookstore.wbu.edu/site_inclusive.asp) *page.*

**Optional Materials**

**:** A ready to learn attitude!

**Course Outcome Competencies**

**:** Upon completion of this course, students will be able to:

* **outline the policy making process**
* **identify the principle elements of the state’s political culture**
* **identify the historical origins of the state’s constitution**
* **identify the institutions of local and state government and to be able to explain their structures, organizations, operations, and processes**
* **explain the state’s electoral and party system, including the different types of elections, the socialization process in general, and the dominant influences on voting behavior**
* **identify and evaluate the processes of political change**

**Attendance Requirements**

WBUonline

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student “attendance” in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 2 or more weeks of an 8-week session, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given session is considered a “no-show” and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university’s attendance policy.

**University Policies**

[Link to Statement on Academic Integrity](https://www.wbu.edu/academics/writing-center/Academic%20Integrity%20Statement%20Pol%208.4.1%20Attch%20Oct%2020222.pdf)

**Disability Statement**

**:** In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Disability Services Coordinator and Academic Coach serves as the coordinator of students with disabilities and must be contacted concerning accommodation requests (office (806) 291-1057. Documentation of a disability must accompany any request for accommodations.

Accessibility issues with content in WBUonline courses or in Blackboard should be addressed to the WBU accessibility coordinator, Dr. Rick Hammer, hammerr@wbu.edu or call (806) 292-9150.

**Course Requirements and Grading Criteria**

**Test are 50% of your grade, quizzes are 25%, and discussion boards are 25% for a total of 100%. These are point based. You will have 2 tests worth 250 pts each, and 5 quizzes worth 50 pts each, and 5 discussion boards worth 50 points each.**

**The University has a standard grade scale:**

A = 90-100, B = 80-89, C = 70-79, D = 60-69, F= below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last two weeks of a long term, within the last week of an 8-week session, or within the last two days of a microterm to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student’s control. A grade of “incomplete” is changed if the work required is completed prior to the last day of the next long 16-week term or 8-week session, unless the instructor designates an earlier date for completion.  If the work is not completed by the appropriate date, the I is converted to an F.

**Student Grade Appeals**

**:** Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

**Tentative Schedule**

Week 1- Discussion Board Wed., Required First Assignment Wed., Quiz Sun., and reading

Week 2- Quiz Sun., and reading

Week 3- Discussion Board Wed. and Reading

Week 4- Quiz Wed. and Reading

Week 5- Mid-term, Sun.

Week 6- Discussion Board Wed., Quiz Sun., and Reading

Week 7- Quiz Sun., Discussion Board Wed, and Reading

Week 8- Discussion Board Wed. and Final Sat.