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Office Hours: T, R 1-4 pm; Other hours available by appointment

Course Syllabus Statement on Required Use of Masks/Facial Coverings
by Students in Class At Angelo State University
As a member of the Texas Tech University System, Angelo State University has adopted the mandatory Facial Covering Policy to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

TABLE OF CONTENTS: This syllabus has three parts.
Part 1: This course and its requirements
Part 2: Course Schedule
Part 3: ASU policies and assistance

PART 1: THIS COURSE
COURSE DESCRIPTION:
This course will study the United States Supreme Court as a political and legal institution and as the third branch of the federal government as established by the U.S. Constitution. It will also cover the federal and state court systems, the processes by which they operate, and the influence they have on public policy. Lectures, writing assignments, and discussion will supplement the readings, not merely explain it. Exams and essays will cover lectures as well as course readings.

CORE OBJECTIVES:
Critical Thinking: gather, analyze, evaluate, and synthesize information relevant to a question or issue.
Communication: develop, interpret and express ideas through effective written communication
Social Responsibility: demonstrate knowledge of civic responsibility

Personal Responsibility: demonstrate the ability to evaluate choices, actions, and consequences as related to ethical decision-making

LEARNING RESOURCES:

There is no one book for this course. You will be responsible for readings posted to Blackboard, on websites, and at the Library. Library reserve is not available. The two texts from which we will draw material are Judicial Process in America by Carp, et al, (11th edition 2017). The library has an earlier version which I will check out and have available at my office. I also have the eleventh edition available at my office. You can check either out from me for up to 24 hours. The second book we will draw material from is Judges on Judging by David O'Brien. The library has an ecopy so you can use it as you want and download or print any part you want. All material in the books will also be available in other sources so it is your choice which source you use.

CLASS REQUIREMENTS:

Classroom etiquette: A proper learning environment is one in which all points of view, all questions asked, and all questions answered are treated with tolerance and respect. The overall goal of classroom decorum is for all of us to treat each other with respect and dignity. Any behavior that disrupts this learning environment, such as late arrivals or early departures, is unacceptable and inappropriate behavior will be subject to appropriate sanction.

Attendance: You are expected to attend all classes in person or online. You MUST notify me by February 1 if you intend to attend online only. If you have an emergency and must switch to online-only at some point during the Semester, notify me ASAP. Attendance will be taken for every class through Collaborate or by seating chart and the student is cautioned that excessive absences will jeopardize their final grade for the course. A portion of your final grade is based on your attendance in class sessions.

- FTF/In-Person and Online attendance: The attendance policy will be applied to both formats equally.
- Sleeping/Talking/Using Earbuds/Surfing the web/Texting during class will be counted as an unexcused absence. You will be given one warning and one unexcused absence. If it continues, you will be marked down one full grade on your final grade. Any student may anonymously alert me to a concern over a distraction, and I will then determine if there is a problem.
- Arriving late or leaving early without prior permission will be counted as an absence. Collaborate notifies me when you exit the site.
- Students who have four or more unexcused absences will not receive credit for attendance. Two unexcused absences will receive a 10 point deduction, three a 20 point deduction.
- Excused Absences: To receive an excused absence:
  - You may use one (1) no-questions-asked (NQA) excused absence. To use an NQA excused absence, you must notify me by email at least 30 minutes before the start of class that you will be absent that day.
o Other excused absences require written proof such as a doctor’s note or ASU notice. NOTE: Few excused absences will be allowed since you can attend online. Example: If you are in quarantine, unless you are ill and under a doctor’s care, you will be expected to attend online.

**Classroom etiquette:** A proper learning environment is one in which all points of view, all questions asked, and all questions answered are treated with tolerance and respect. The overall goal of classroom decorum is for all of us to treat each other with respect and dignity. Any behavior that disrupts this learning environment, such as late arrival or early departure, is unacceptable, and inappropriate behavior will be subject to appropriate sanction.

**Grading:** This course uses a standard percentage system, 100-90%=A, 89-80%=B, etc. Grading sections are 2 Exams using Respondus Lockdown Browser of 100 points each, Participation by 4 Discussion postings on Blackboard of 100 points each, 4 Essays of 100 points each, Attendance of 100 points, Semester Project Proposal of 100 points, Semester Project Final Paper of 200 points. The Final Paper counts double as it also takes the place of the final exam.

Extra credit will not be awarded individually to assist you in bringing up a bad grade.

**Assignments:** All deadlines are firm. Extensions due to excused absences are granted, as noted below.

**Readings:** Readings are listed by the class in which they will be discussed. You are expected to have read the material before that class period. Reading assignments are not a substitute for attending class. We will discuss additional material in class, which will be included in graded assignments.

**Exams:** YOU MUST USE A PC TO COMPLETE THE EXAMS. YOU CANNOT USE YOUR PHONE. There will be 2 online exams using the Respondus Lockdown Browser. The deadlines for these tests are on BlackBoard, and in the course schedule, YOU MAY NOT USE ANY AIDS WHILE TAKING THESE EXAMS. These exams will be T/F and MC and cover the reading AND lectures.

Respondus Lockdown Browser. It is your responsibility to install the program and to know how to use it. You may access installation and tutorials for Respondus Lockdown Browser via the technology tab on the opening page of Blackboard and posted to Blackboard in the Exam Module. You will NOT use a Respondus webcam. If you have any problems consult ASU Tech Services.

**IPAD ALERT:** If you use an Ipad for your exams, let me know immediately so I can set Respondus to accept your work. Waiting until the day of or after an exam to alert me will not result in an extension of time to complete the exam.

**CHROMEBOOK ALERT:** You cannot use Respondus with a Chromebook. You must find another computer to take the exams. If you need assistance, let me know ASAP. Waiting until the day of or after an exam deadline to let me know you use a Chromebook will not result in an extension to complete the exam.
Participation: Your participation grade will be based on discussion board postings to Blackboard. The deadline for each discussion posting is listed in the course schedule. You must post a discussion thread for one topic (of at least 100 words), and at least one reply to a different topic (of at least 50 words) in each discussion period posted. I do not grade the views expressed. I grade the accuracy of factual information, that you address the topic posted, are respectful of other viewpoints, you fully engage the issue offering not only your view but also an opposing one. The quality and quantity of postings will be used to determine your participation grade. I alone determine the quality of your postings.

Writing Assignments: Everyone can improve their writing thus I strongly encourage you to review your submission with the Writing Center before turning in the final copy.

TurnItIn: This course will use TurnItIn for written assignments. You will submit your proposal and final project through the assignment listed on Blackboard. TurnItIn will automatically review your proposal and the final project. TurnItIn only accepts Word or pdf format. If you do not know how to use TurnItIn, see the tutorials on Blackboard. DO NOT submit your project through TurnItIn.com.

Writing format: The writing is to be in 12 pt Times New Roman font, double-spaced with 1-inch margins. Citation format and style varies with the assignment.

Essays: This is an upper-level class so you need to show you can do more than memorize material. To that end, you will write five (5) essays. You will be given prompts from which to choose two response topics. You will be expected to use class readings, lecture, discussions, and, if applicable, news items. Each topic response should be 2-4 pages in length and follow the format requirements. Parenthetical citation with a works cited page is acceptable. The Works cited page for class readings and lectures need only contain enough information for me to know where you got the cited material. Examples: Lecture 1-4-2019; Chart Federalist/Anti-Federalist. For information you use from outside class I need enough to be able to check your work.

Semester Project: Instead of a final exam you will complete a semester project. It has two parts: a Proposal and the Final Paper.

The project requires extensive outside research on a current controversy involving the Supreme Court of the United States or the US judicial process. You MUST have approval for your project. Writing on an unapproved topic will result in an automatic failing grade on the project.

Project Proposal: You must submit a 1-2 page project proposal before the scheduled deadline. More detail is contained in the Project tab on Blackboard

Final Project Paper: It is to be 7-10 pages. Neither a title page nor a Bibliography count toward the page requirement. A complete Bibliography must be included with the final project submission. You are to use footnote OR endnote reference style. Parenthetical citation format is NOT acceptable. You are to use Chicago style citations. The Chicago style manual is available for free on the web at http://www.chicagomanualofstyle.org/home.html. The Writing Center webpage has tutorials on citation formatting.

Extensions for Submission: Rarely do I allow extensions of project deadlines. Only extraordinary unforeseeable events will receive extensions.
FYI: Computers crash—it is your responsibility to save a backup copy of your project off your hard drive thus this is not an excuse for a late project. Also, the clock on your computer may not align with the one on Blackboard or TurnItIn. The Blackboard and TurnItIn clocks control submission deadlines. Further, it takes time for uploads to be completed. If they are not completed before the Blackboard or TurnItIn clocks reach the deadline your submission will be blocked, and you will not receive an extension of time.
Dr. Norton’s Spring 2021 POLS 3309 (MW 2:00-3:15, Rass 112)
Course Schedule:

**Reading Note for all assignments:** The Readings folder on Blackboard contains the specific reading assignments for each category. JPA=Judicial Process in America; JoJ = Judges on Judging

January 25: Introduction; Practice for TurnItIn is open. All parts of the Semester Project are open

January 27: Introduction to Law: What is law; Rule of Law; US Constitution Art III and Art I; Schematic of Courts Federal and State (JPA 1, 2, 3)

February 1: Introduction to Law: continued

February 3: Catch up and Review

February 8: **Exam # 1 through Respondus NO CLASS**

February 10: Introduction to Law: Trial parts (JPA 9, 10, and 11)

February 15: Introduction to Law: Appellate parts (JPA 9, 10, and 11)

February 17: How to read a case

February 22: Catchup and review

February 24: **Exam # 2 through Respondus NO CLASS**

March 1: US Constitution ratification issues; Independent Judiciary; Judicial Selection (JPA 5, 6)

March 3: US Constitution ratification issues; Independent Judiciary; Judicial Selection

March 8: Judicial Review, NJPQ  (JoJ 1,2, 9); **Discussion Board 1 closes 1159 pm**

March 10: Judicial Review, NJPQ

March 15: Judicial Review, NJPQ;

March 17: **Essay # 1 due through Blackboard by 11:59 pm**;

March 22: SCOTUS shadow docket

March 24: **Note:** from here on we will focus on SCOTUS so I am crafting all to current issues. I will post all well before we reach this point. Let me know if there is a specific SCOTUS issue you want to discuss which is not already listed.
March 29:

March 31:

April 5: Essay # 2 Topics released

April 7:

April 12:  **No class; Essay # 2 due through Blackboard by 11:59 pm; Project Proposal due through Blackboard by 11:59 pm**

April 14:

April 19:

April 21:

April 26:

April 28:  Essay # 3 topics released

May 3:  No class **Essay # 3 due through Blackboard by 11:59 pm**

May 5: No class

May 10: No class **Final Semester Project Paper due through Blackboard by 11:59 pm**

There is no final exam for this class. Your semester project serves as the culmination of this class.
PART 3: ASU POLICIES AND ASSISTANCE

General Policies related to this course:
All students are required to follow the policies and procedures presented in these documents:
Angelo State University Student Handbook
Angelo State University Catalog
Course Drop
To view information about how to drop this course or to calculate important dates relevant to dropping this course, you can visit

Student Disability Services:
ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.
Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website at www.angelo.edu/ADA. The employee charged with the responsibility of reviewing and authorizing accommodation requests is: Ms. Dallas Swafford
Director of Student Disability Services 325-942-2047dallas.swafford@angelo.edu Houston Harte University Center 112

Title IX
Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.
You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX
Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:
Online:  www.angelo.edu/incident-form
Face to Face: Mayer Administration Building, Room 210
Phone: 325-942-2022
Email: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171). For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit: www.angelo.edu/title-ix.

Religious Holidays:
A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day for more information. It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.

Student Conduct Policies:
Academic Integrity
Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Science and Engineering adheres to the Statement of Academic Integrity

Plagiarism
Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality via Turnitin. Resources to help you understand this policy better are available at the ASU Writing Center.

Copyright Policy
Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of
course readings in printed or electronic form without written permission from the copyright holders or publishers.

**Incomplete Grades**

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.

**Grade Appeal Process**

As stated in the Angelo State University Operating Policy and Procedure (OP 10.03 Student Grade Grievances), a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged first to discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see Operating Procedure 10.03 at http://www.angelo.edu/content/files/14196-op-1003-grade-grievance.