



LARAMIE COUNTY
COMMUNITY COLLEGE
Cheyenne | Laramie | Online

LARAMIE COUNTY COMMUNITY COLLEGE

Summer 2024

Alternate Block

Course Number, Title, and Credit Hours: POLS 1009 Introductory Experiential Civics, 3 credits

Time and Location: This is a weeklong summer class and varies in location for Girls State, usually held the first full week of June. This summer, Girls State will be at LCCC from June 9-15, 2024.

Instructor's Contact Information:

Name: Tammy Harris

Office: N/A

Telephone: (307) 389-2705

E-mail Address: wyoming_gs@yahoo.com tharris@lccc.wy.edu

Office Hours: By Appointment

Communicating with the Instructor: To contact the instructor regarding this class, either call the number(s) listed above or contact the instructor through the Canvas inbox. Phone calls and messages will typically be returned within two workdays.

First and Last Day of Class: This is a Jump Start short course Alternate Block. The first day of class is Sunday, June 9, and the last day of class is Saturday, June 15, 2024.

Last Date to Drop or Withdraw: There is no refund of administrative costs. Please consult your Girl's State advisor and Enrollment Services or your Student Success Coach and Student Hub before initiating any schedule changes so you know how a change might affect your timing for graduating and financing.

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. (Use the course description per the current LCCC Catalog.)

Other Course Information: **THIS COURSE DOES NOT SATISFY THE STATE STATUTORY REQUIREMENT FOR INSTRUCTION IN THE UNITED STATES AND WYOMING CONSTITUTION.** This course satisfies an elective requirement in the Social Sciences

Course Materials:

Textbook: US Constitution and Bill of Rights and State of Wyoming Constitution

Lab Manual: NA

Other: NA

Additional Requirements: Students must submit a bill before or during the course. Girl's State essays to be in NLT by July 2024

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; and
- Explain the importance of citizenship in a democratic society

Attendance and Course Drop Policy: Attendance in a face-to-face course is defined as physically attending a class where there is an opportunity for direct interaction between the instructor and student. The last date of attendance for all students in face-to-face, online, or hybrid courses is documented by the last on-time submission of work or physical attendance in class.

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.

Drop for Non-Attendance: To avoid being dropped from this class for non-attendance, students must participate in the class by either attending physically or virtually or by submitting an assignment by June 15, 2024.

Course Attendance Policy: Student participation in all types of instructional sessions is expected. Including course attendance expectations and explanation of attendance grades as explained by Girls State in the grading section. Approved absences are defined in [Administrative Procedure 2.15.2P.](#))

Class Cancellation Announcements: When LCCC is closed due to weather or other emergencies, all classes will be canceled. This information will be communicated via the LCCC homepage. If circumstances warrant continued College closure that extends beyond two business days, instruction in this class will shift to the online environment. Instructions for class assignments and activities will be communicated via email.

Grading:

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

- Active participation as a citizen of Girls State.
- Voting in all 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 a 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 involved in American Citizenship. Include how you as a citizen will participate and become involved in influencing others and the government's actions. The essay will be emailed to wyoing_gs@yahoo.com no later than July 15, 2024.
- Completion of an academic assessment to measure knowledge of government processes

Course Academic Integrity:

In this class, academic integrity applies per the College rules and regulations. Failure to uphold the high ethical standards expected at Girls State may result in termination from the course. The Director and Girls State Committee will review violations and determine if termination is appropriate. Academic dishonesty occurs in many different formats, such as writing, performance, recording, and visual composition. Consult the faculty for additional information about academic integrity in this class. 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.

Additional information about academic integrity at LCCC is provided in the [Syllabus Addendum](#). [LCCC's Administrative Procedure 3.16P](#) pertains to academic integrity and is applicable to all classes at the College.

Audit Policy: This course is not available for audit.

Disclaimer: Changes to this schedule may be necessary as this class progresses. When a need to change the schedule arises, students will be informed in advance via notifications provided by Junior and Senior Counselors and City Mayors.

Tentative Course Schedule:

Residential Program (approximately 6:30 am – 10 pm) Girls State is held on the Laramie County Community College Campus in Cheyenne, Wyoming. A more detailed schedule will be provided in the Girls State packet of participation when they arrive on campus.

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LCCC Syllabus Addendum POLS 1009

Incomplete Grades: The LCCC Catalog identifies the conditions under which a grade of “I” can be assigned. Among the determining factors for eligibility are attendance, course progress, prior assignment success, and instructor consent. Students can confirm their eligibility for a grade of “I” by consulting the [LCCC Catalog](#).

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 3.16P](#).

Conversely, cheating is defined as using or attempting to use, in examinations or other academic work, material, information, computer programs or study aids, which are not permitted by the instructor. Cheating includes, but is not limited to: using books, notes, or calculators or copying from or conversing with others during an examination (unless such external aids are permitted by the instructor); having someone else do research, write papers, create computer programs, or take examinations; doing research, writing papers, creating computer programs, passing examination answers to, or taking examinations for someone else; submitting large portions of the same work as part of the academic work for more than one course (unless such submission is requested by the student and permitted by the instructor); the acquisition, without permission, of tests or other academic material belonging to a member of the LCCC faculty or staff. For additional reference, see [LCCC Administrative Procedure 3.15P](#).

Artificial Intelligence: LCCC requires all students to uphold academic integrity, including the use of AI. AI use is not universally permitted in LCCC courses, so each course syllabus may outline specific guidelines for acceptable AI use and the required citation methods. Students are ultimately responsible for any inaccuracies stemming from AI tools.

Behavior in the Classroom: All LCCC students are expected to display appropriate conduct (as defined in [LCCC Administrative Procedure 3.15P](#)) while on campus or attending college-sponsored activities.

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/>.

Laramie County Community College is committed to providing a safe and nondiscriminatory educational and employment environment. The college does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, veteran status, political affiliation, sexual orientation or other status protected by law. Sexual harassment, including sexual violence, is a form of sex discrimination prohibited by Title IX of the Education Amendments of 1972. The college does not discriminate on the basis of sex in its educational, extracurricular, athletic or other programs or in the context of employment.

The College has a designated person to monitor compliance and to answer any questions regarding the college's non-discrimination policies: Please contact: Title IX and ADA Coordinator, Room 205B, Pathfinder Building, 1400 East College Drive, Cheyenne, WY 82007; 307.778.1144; TitleIX_ADA.Coordinator@lccc.wy.edu.

Diversity Statement: Laramie County Community College is determined to create an environment where individuals engage in productive dialogue built upon a foundation of inclusion. For additional reference see <https://lccc.wy.edu/diversity.aspx>.

Accommodations: Any student with a documented disability, Title IX issue (including pregnancy and breastfeeding need), or Veteran disability is welcome to contact the Office of Student Accommodations (OSA) at any time in the semester that accommodation is needed. Instructors will provide OSA-approved accommodations for students who require them. Please note that accommodation cannot be provided retroactively by law, so seeking accommodation as soon as it is needed is recommended.

Cheyenne Campus and Online Students: Students who require accommodations are encouraged to contact the OSA staff in Pathfinder 207, by calling (307) 778.1223, or by email at aclubb@lccc.wy.edu.

Laramie Campus: Students who require accommodations are encouraged to contact the OSA staff by calling (307) 778.1223, or by email at aclubb@lccc.wy.edu. OSA staff are present on the Laramie Campus routinely as well.

Tutoring: All academic tutoring and resources are free and open to current LCCC students.

Cheyenne Campus: The Learning Commons provides face-to-face and online tutoring and college success support for core academic subjects and some elective courses. Visit LIB 137 or <http://www.lccc.wy.edu/academics/services/Tutoring.aspx>, call (307) 778.4315, or email tutors@lccc.wy.edu for more information.

Laramie Campus: The Library offers tutoring services in writing and communications, mathematics, chemistry, physiology and anatomy, and accounting. Visit 202A, call (307) 772.4263 or (307) 721.5138 ext. 4263, or email lctutors@lccc.wy.edu for more information.

All students can schedule their own tutoring appointments by using the Navigate app in myLCCC. In Navigate, select Appointments, Schedule an Appointment, at Learning Commons (Tutor/Academic Support) to schedule. Students can also call (307) 778.4315 or email tutors@lccc.wy.edu for appointments. Free 24/7 online tutoring is also available through NetTutor, accessed via Canvas under the navigation menu in any course that has NetTutor enabled.