

Cleveland State University
Maxine Goodman Levin College of Urban Affairs
Department of Urban Studies
UST 200 – Introduction to Urban Studies
Fall 2006

Meeting Time: On line course, meets first session.
Monday, August 28 from 6pm to 7:50 or Tuesday, August 29 from 10am to 11:50.

Location: UR 112

Instructor: Dr. Shari Garmise

Office: Room 352, College of Urban Affairs

Phone: 216-875-9907

Assistants: April Caruso

Technical Support: Caryn Eucker, 216-687-6898
Or: College of Urban Affairs Help Desk/Labs, UR 39&40
216-687.2200 or email: help@urban.csuohio.edu
Help Desk Hours: M-Th 8:00 a.m. to 10:00 p.m., F & Sat.
8:00 a.m. to 6:00 p.m.

E-mail: Use WebCT e-mail function to contact me.

Garmise Office hours: Thursday, 11:30 to 1:00 or by appointment.
Look for on-line office hours scheduled in the syllabus.

Textbook Required

- Steinbacher, Roberta and Virginia O. Benson, 2006. *Introduction to Urban Studies, Third Edition*, Dubuque, IA: Kendall Hunt Publishing, Co.

Course Objectives

This course is an introduction to the study of cities using an interdisciplinary approach that includes economics, history, planning sociology and political science. The course emphasizes the roots of the contemporary African-American community's urban experience in our multicultural society. It also integrates the field of urban studies with the students' everyday experiences.

The course is designed to meet the following learning objects:

Knowledge

- Issues and challenges to Urban Areas.

Understanding

- Develop an understanding of current urban issues and challenges and approaches to resolving them.

Skills

- Help you think creatively using multi-disciplinary approaches and exercises.

- Synthesize across disciplines. Students will be required to synthesize from a range of different types of background materials, which also enhances critical thinking skills.
- Time management through multiple assignments.
- Technology management.

Values

- Appreciation of diversity.
- Sense of responsibility for current problems.
- Appreciation for the city.

General Education Requirements

This course fulfills the African American Experience: Race and Racism, Human Diversity and Social Science GenEd requirements.

Course Method

The course will be conducted fully on-line.

Course Requirements and Grading Policy

Grades are based on homework, participation (group discussions), quizzes, a mid-term exam and a final exam. Students are expected to:

- Read all textbook chapters and other assigned readings *before* beginning the respective on-line sessions;
- Participate actively in discussions and ask clarifying questions;
- Prepare and submit all written assignments. A late assignment will be deducted one half letter grade per day it is late;
- Send all discussion postings and written assignments through WebCT;
- Log on to the course on WebCT at least twice a week to check for changes and /or additional information.

Grades are weighted as follows:

Quizzes	20%
Homework/Web chat	20%
Discussions	20%
Mid-term Exam	20%
Final Exam	20%

Homework and other assignments are due by 5:00pm on the date specified in the syllabus. **Late submissions of homework will result in a grade reduction of half a point per day. Discussions, however, cannot be late. Discussion boards will be locked at 5:01pm on Friday.**

Policies

- Students with special needs or those who require special accommodations when taking exams, completing projects or meeting any of the class requirements should identify themselves immediately to the instructor so that appropriate arrangements may be made.

- Refer to the CSU Bulletin for add/drop, withdrawal procedures, S/U, incomplete grading.
- For class cancellations due to weather, call CSU information (687-2000) before class, or access the Cleveland State University home page at www.csuohio.edu.
- Academic misconduct: plagiarism or cheating will result in an “F” for the course.

Weekly Activities

Each week every student must do at least one quiz (weeks with two chapters will have two quizzes) and one written assignment (either homework/web-chat or an on-line discussion).

Weekly Quizzes (20%)

Each week students will be required to take a quiz on the textbook reading assigned for that week. For weeks that cover two chapters, you will be required to take two quizzes. Each quiz will be ten questions randomly selected from a larger bank of questions. You may take the quiz as often as you like to get a higher grade but each time you take it, the set of questions will be different. There are two incentives for retaking the quiz. First, the mid-term and final will be drawn only from this bank of questions. The more you take the quiz, the more practice you get, and the more questions you will see. Second, you can take it until you get a 10. There is no disincentive to taking it over and over. Web CT will save the highest grade. So if you take it three times to get a 10, but want to take it as part of your study strategy, and then get a 7, 8 and 6---the 10 stands as your grade. **However, the quiz grade that will be counted in your final grade is the grade you have on the quiz due date.**

Faculty Research Homework/Web Chats (20%)

There will be four guest professors from the Levin College of Urban Affairs sharing their area of expertise. They will provide a written piece representing their research. Students must complete an assignment on all four areas of research. Students will have a choice on how to do it: you may either respond to a question about the reading or you may participate on a real-time web chat with the guest lecturer. Real-time web chats are time bound: they will occur during class time. The web chats also are limited: only 15 students may participate. See schedule below for exact dates. See appendix for instruction on submitting homework assignments and participating on web chats.

FOR YOUR HOMEWORK ASSIGNMENTS, YOU ARE REQUIRED TO NAME THE HOMEWORK FILES WITH YOUR NAME (E.G. SMITH.DOC OR SMITH_GARMISEHOMEWORK.DOC) AND PUT YOUR NAME ON ALL HOMEWORK ASSIGNMENTS OR THEY WILL NOT BE ACCEPTED.

On-line Discussions (20%)

For chapter topics not covered by the guest lectures, you will participate in an on-line discussion. The instructor will pose a question and indicate the requirements of a sufficient answer. Students will be asked to answer that question and respond to other

student's contributions as well. When asked to respond to another student, you must do so in a separate box, not in your initial answer to the discussion. Instructions on how to use the discussion are available in the appendix.

Exams (mid-term=20% + Final+20%)

Questions for the mid-term and final exams will be drawn from the quiz banks. The final is not cumulative. It covers only the second half of the class. The mid-term and final can only be taken ONE time. The exams are taken through WebCT.

Due Dates

All assignments are due by 5pm on Friday of the week they are assigned. **Late submissions of homework will result in a grade reduction of half a point per day. Discussions, however, cannot be late. Discussion boards will be locked at 5:01pm on Friday.**

NB: YOU ARE RESPONSIBLE FOR MANAGING THE TECHNOLOGY. YOU NEED TO FACTOR THAT INTO YOUR PLANNING AND ORGANIZATION. (E.G. Keep copies of your homework in case they don't download correctly. Call the professor immediately if the computer crashes in the middle of an exam. If your personal computer crashes, you will have to find another way to participate such as using school computers.)

Workplace Use of Technology

For those of you who have permission to do your work at your workplace and planned to do so, please be advised that many workplaces have computer safeguards in place that may prevent you from doing so. In particular, workplace pop-blockers may block the quizzes and exams.

Class Schedule and Assigned Readings. Week starting dates are Monday.

Week 1, August 28:

Introduction and course overview. Monday, August 28 at 6:00 and Tuesday, August 29 at 10:00 am.

Week 2, September 4: (Monday, September 4 school is closed for Labor Day).

Reading: Chapter 1: The City Evolves (History) and Chapter 2 :The City Relies on Its Foundations (Geology)

Assignments Due: Discussion, quizzes for Chapters 1 and 2.

Thursday, Sept. 7: On-line Office hours

Week 3, September 11:

Readings: Chapter 3 The City Builds (Architecture and Design)

Assignments Due: Discussion and Chapters 3 quiz.

Week 4, September 18. Homework or Optional Web chat this week.

Reading: Chapter 4, The City Organizes its Space (Geography), Chapter 11, The City Works (Economic Development) and Excerpts from Garmise, People and the Competitive Advantage of Place.

Assignments Due: Quizzes for chapters 4 and 11 and Garmise homework assignment or Webchat participation.

Optional Web chat time: Monday, September 18, 6:00 pm to 7:00pm.

Week 5, September 25. Homework or Optional Web chat this week.

Reading: Chapter 5, The City Looks Ahead (Urban Planning) and Keating article.

Assignments Due: Chapters 5 quiz, Keating Homework or optional webchat.

Optional Webchat time: Thursday, Sept. 28 from 10am to 11am.

Week 6, October 2

Read and chapter 6 The City Worships (Sacred Landmarks) and Chapter 7, The City Maintains Itself (Public Works)

Assignments Due: Discussion and Chapter 6 and 7 quizzes.

Thursday, Oct. 5: On-line Office hours.

Week 7, October 9: MIDTERM WEEK.

Mid-term will be available from Monday, Oct. 9 at 8:00 am until Thursday, October 12 at 11:30 pm. You may take it on-line at anytime during this period but only once.

Week 8, October 16. Homework or Optional Web chat this week.

Read Chapter 8, The City Protects Itself (Environment) and Kaufman article.

Assignments Due: Chapter 8 quiz and Kaufman homework or optional web chat.

Optional Webchat time: Tuesday, October 17 from 10am to 11.

Week 9, October 23.

Read Chapter 9, The City Governs Itself (Political Science)

Assignments Due: Discussion and Chapter 9 quiz.

Week 10, October 30. Homework or Optional Web chat this week.

Reading: Chapters 10, The City Serves the Public (Public Administration) and Emerick article.

Assignments: Chapter 10 quiz, and Meyer-Emerick Homework or optional webchat.

Optional Webchat time: Thursday, Nov. 2 at 10:00am to 11:00pm.

Week 11, November 6. Veteran's Day is Friday, Nov. 10 (no classes).

Reading: Chapter 12, The City Regulates Itself (Law)

Assignments Due: Discussion and Chapter 12 quiz.

As school is closed on Friday, you have until Monday, November 13 at 5:00 pm to complete your assignments.

Week 12, November 13.

Reading: Chapter 13, The City Understands Itself (Psychology).

Assignments Due: Chapter 13 quiz and discussion

Week 13, November 20. Thanksgiving Recess this week.

Reading: Chapter 14. The City Confronts Social Issues (Sociology)

Assignment Due: Discussion, Chapter 14 quiz.
Due to Thanksgiving recess, you have until Monday, November 27 at 5:00pm to complete your assignments

Week 14, November 27.

Reading: Chapter 15. The City Encounters Diversity (Anthropology).

Assignment Due: Discussion, Chapter 14 quiz.

Thursday, November 30: On-line Office hours.

Week 15, December 4.

Reading: Chapter 16. The City Unites With the World (International Geography) and Chapter 17. The City Faces Its Future (Future Studies).

Assignment Due: Discussion, quizzes for Chapters 16 and 17.

Week 16, December 11, **Final Exam**

The Final Exam will be available to take on line anytime between Monday December 11 at 8am and Thursday, December 14 at noon (12:00pm).

Appendix 1

How to Create your “My WebCT” Account

Step 1: (COMPUTER LAB, LEVIN COLLEGE) Log in. If you are working from home, go to step 2.

If you are in the Levin College computer lab, you will need to log in to the computer. The login and password have no relationship to your WebCT accounts/passwords. If you do not know your login and password, you can ask to use a guest account. Guest accounts are only valid for one week, so you will need to find out your lab account if you intend to work in the lab. Forms are available in the lab to request this information.

Step 2: Open Browser to <http://academic.csuohio.edu/webct/> (preferably Microsoft Explorer or Netscape Navigator)

If you have never taken a class with a WebCT component, click on “create my WebCT ID”. Fill out the online form to create your account. Please NOTE: **The WebCT login and password you fill in will be the login and password you always have to use to get into your account.**

Step 3: **THIS IS A ONE-TIME ONLY STEP**

After you have created your “My WebCT” account, you will come to your opening screen which has your name at the top. Click on “add a course”. Go to “Urban Affairs” category, “05Fall UST 200 Introduction to Urban Studies (Garmise)”. Click the box that says “self-register”. Return to your “My WebCT”. The link to the course will appear in the upper right hand corner of your screen.

Step 4: You are now ready to begin your WebCT course

WebCT is a web-based courseware package that can be accessed anytime, anywhere you have an internet connection. Point your browser to <http://webct.csuohio.edu> to access your my WebCT page. Internet Explorer is the preferred browser, however Netscape Navigator, Mozilla, or Firefox, or any other full featured browser. Check advanced options in your browser to make sure that java features are enabled. Also, some components of WebCT require you to have pop up windows enabled. If you have a pop up blocker or if you use a browser such as Mozilla or Firefox, you will want to make sure pop up windows are not blocked. If you have any questions or problems with WebCT, please call Caryn Eucker at (216) 687-6898 or caryn@urban.csuohio.edu.

Appendix 2: Using the on-line Discussion

To use the discussion section, first enter the appropriate discussion board. Second, click the looking glass on the first line entitled assignment instruction. You will see my name as the author and the discussion question and assignment instructions in the opened box. Click reply in the upper left hand corner, and then put your contribution in the open box. When you have completed the your text, press post.

To respond to another student, click reply in the box over his or her name.

If you cannot see the instructions, then go back to the top of the discussion board. Look for the word display in the upper left corner (below compose message and above status). Click all and threaded. You should be able to see the question and all the students' responses in a single box.

Appendix 3: Submitting Homework Assignments

Enter the assignment section and click on the appropriate homework assignment. On the top, you will see the assignment question written out and the due date. On the bottom half of the page, you will see the section for submitting your assignment.

This is how you do it. First hit the button called upload file. It will take you to another screen. Hit browse, which will ask you to choose a file. Find yoUr file on which ever drive (C, floppy, CD etc..) it is located and open it. The file name will then show up in the filename box. Then hit upload. You will return to the assignment screen. You should see your file listed in a blue box. Above it you will not it says status unsubmitted. You now need to submit the file. To do so, hit the button on the bottom of this screen, which says submit assignment. If you like, you can put your e-mail in the notification box directly above the submit assignment button. This will let you know that your assignment has been successfully submitted.

YOU MUST NAME THE FILE WITH YOUR NAME AND PUT YOUR NAME ON THE ASSIGNMENT.

Appendix 4: Quizzes, Exams and Pop-up Boxes

One of the most common problems students encounter with WebCt is their inability to open the quizzes. This occurs because they are pop-up boxes and some computers may block the opening of popup boxes. Below are instructions on how to disable the popup blocker on such a computer in Mozilla and Internet Explorer web browsers. In addition, if you do the work in the Urban computer Lab, all the lab assistants are trained in how to do this.

For Mozilla,

From the browser, go to tools>Popup manager>allow popups from this site. Then, another window will open. It will put the name of the site in the filename area (WebCT), but the student has to click "add" and then click "ok".

In Internet Explorer

In internet explorer, external popup blockers most likely are the cause, since IE does not have a built in popup blocker. If you are using Internet Explorer and the quiz fails to pop up, the google toolbar appears above the browser window. The student then can click on the popup blocker button and they will get an option to allow popups from the webct site.

You should only have to do this one time to change the preferences in their profile.

Appendix 5: Participating on Web Chats

There will be three (3) “web chats” available during the course of the semester. Three guest lecture faculty members: Drs. Lee, Chandler and Garmise, have agreed to participate in an on line chat session with student. Each chat session will last approximately one (1) hour. Due to the nature of chatting in WebCT, space is limited to the first 15 students who sign up for the chat. The dates and times of the chat sessions are posted in the Course Schedule.

Following the in-class lecture, the Instructor will post a new Discussion Board asking students to sign up for the upcoming chat session. The first 15 students to respond to that posting will be allowed to participate in the chat. In order to participate in the chat, you must have already disabled your pop-up blockers (see Appendix 4). Go to the course homepage in WebCT and click on Communication Tools, then click on Chat. Now click on the appropriate chat room and wait until you are logged onto the chat session. Along the bottom of the screen it says “enter your message below”. This is where you type what you want to say, then you must hit the ENTER key on your keyboard in order to post your response. **DO NOT CLICK ON “SEND URL”**. You can read all responses in the big box up above. Remember that, with 15 students plus your Instructor plus a Guest Lecturer all typing at essentially the same time, the comments will fly by pretty quickly. You can use the scroll bar to read comments that you may have missed, but don't get bogged down with making sure you read every word. Jump into the conversation where you can, and enjoy this new form of communication!

Please note that the Instructor is able to access a transcript of the **ENTIRE CHAT SESSION**. So, if you log in late or log out early, these times are recorded. If you did not sign up for the chat in the Discussion Board but join the chat anyway, you will not receive any points for participation. If you log on but don't participate (i.e., do not type anything relevant to the discussion), you will not receive any points.

Appendix 6

Guest Biographies (listed alphabetically)

Professor Shari Garmise is Assistant Professor at the Maxine Goodman Levin College of Urban Affairs. In 1995, she received her Ph.D. in political science from the London School of Economics, where she specialized in local economic development policy. She received her M.A. in international relations from the Johns Hopkins School of Advanced International Studies and her B.A. from Tufts University. Prior to her arrival at CSU, Shari ran her own economic development consulting business and held the post of Vice President for Research at the Council for Urban Economic Development, now the International Economic Development Council, the professional association serving economic development practitioners. Shari has just completed a book on workforce development, entitled *People and the Competitive Advantage of Place: Building a Workforce for the 21st Century*, as part of the college's Cities and Contemporary Society Series, which will be published by M.E. Sharpe Publishers. Current research projects include a study of the job impacts of high performance building technologies, supply and demand on the Northeast Ohio Health Care workforce, and the impact of internships on brain gain.

Professor Sanda Kaufman is a Professor of Planning and Public Administration. She holds degrees in architecture and in town and regional planning from the Technion, Israel Institute of Technology. She received her Ph.D. in Public Policy Analysis from the Heinz School at Carnegie Mellon University. Her research field is decision-making in conflict management. Her research focus is third-party intervention in the urban, environmental, organizational, schools, and personal contexts. She has mediated small claims disputes in Brookline, Massachusetts, and she has worked on community and organizational conflict management. Her papers have been published in the *Journal of Architectural Planning and Research*, the *International Journal for Conflict Management*, the *Negotiation Journal*, the *Journal of Planning, Education and Research*, and *Fractals*. She is the Chair of the Quantitative Methods Group at the Levin College.

Professor Dennis Keating is Levin College Distinguished Professor. He is Chair of the Department of Urban Studies, Director of the Office of Student Services, and Associate Dean. During fall 2003, he was a Visiting Fellow at the Department of Urban Studies, University of Glasgow, Scotland. He teaches courses on housing, neighborhood development, urban planning, and land use law. He has published widely in these fields. He is the co-editor of a special issue of the *Journal of Urban Affairs* on "Community Development" to be published in spring 2004. He is currently researching diverse suburban communities, the First Suburbs Consortium in Cuyahoga County, and housing policy in Glasgow,

Scotland. He currently serves on the Board of Directors of the Heights Community Congress.

Professor Nancy Meyer-Emerick is an Associate Professor of Public Administration. She earned her Ph.D. in Public Administration at Florida Atlantic University in 1998. She received a B.S. in Environmental Studies from Florida International University in 1986 and an M.P.A. from Florida Atlantic University in 1992. Dr. Meyer-Emerick's practitioner experience includes experience in public works and environmental health at the local level. Her research interests include democratic governance, policy analysis and risk analysis. Her work has been published in *Administration & Society*, *Administrative Theory & Praxis*, *Nonprofit Management and Leadership*, and *Public Administration and Development*. Her book, *The Violence Against Women Act of 1994: An Analysis of Intent and Perception*, was published in 2001 by Praeger (Westport, CN). From 2001-2002, she was a Risk Analysis Fellow with the CSU Center for Environmental Science, Technology and Policy (CESTP).

Appendix 7:
Homework Rubric: Garmise Homework

Garmise Homework Assignment, due by 5pm Friday, September 22.

Answer the following question:

1. Dr. Garmise discusses 9 dimensions of talent expansion with examples of each. If you were a consultant to the regional development agency, which four dimensions would you advise the leadership to pursue and why. Your answer should address the relationship between talent expansion and the high mobility rate of young educated professionals and should use examples from the article and outside resources.

Grading Rubric. Use the following rubric to understand how your Dr. Garmise homework assignment will be graded.

Excellent Answer—A 10/9	Good Answer—B 8	Satisfactory Answer—C 7	Poor Answer—D 6 or below
<ul style="list-style-type: none"> -Well Written -Clear Introduction and Conclusion -Fully answers the questions—explaining talent expansion strategies in light of talent mobility indicates -answer demonstrates full comprehension of the subject -Uses solid examples and arguments to make the case as to why the issues chosen are the most important -Uses additional resources to make their case 	<ul style="list-style-type: none"> -Generally well written, some typos or errors - Brief Introduction and/or Conclusion - Satisfactorily answers the question— -Explains and assesses issues but not fully or not convincingly 	<ul style="list-style-type: none"> -Some writing issues -Lacks introduction or conclusion - Poorly answers the question—but answer suggests comprehension -Examples from lecture insufficiently discussed and/or do not demonstrate understanding of issues 	<ul style="list-style-type: none"> -Writing issues -Lacks introduction and conclusion - Poorly answers the question—, suggesting lack of comprehension -Examples not drawn from the lecture, or are so cursory that it does not indicate any comprehension of issues