

Cleveland State University
Maxine Goodman Levin College of Urban Affairs (MGLCUA)
Department of Urban Studies

UST 200 – Introduction to Urban Studies
Fall 2009, Sections 501

Instructor: Dr. Wendy Slone
Meeting Time: NONE. This course is entirely web-based
Office: Urban Building, Room 316
Phone: 216.875.997
Email: Blackboard Only
Office Hours: By Appointment Only

Textbook Required:

Introduction to Urban Studies, 3rd Edition only,
By Roberta Steinbacher and Virginia O. Benson,
2006. Dubuque, IA: Kendall Hunt Publishing, Co.

Recommended Text:

Asking the Right Questions: A Guide to Critical Thinking, 8th, Edition, Pearson Prentice Hall (5th through 7th editions of this text are fine).
By Neil M. Browne and Stuart M. Keeley
****You do not have to buy this book; it is recommended because it may help you with the critical thinking exercises.***

Blackboard Student Tutorial: <http://urban.csuohio.edu/courses/help.shtml>

Course Objectives

This course is an introduction to the study of cities using an interdisciplinary approach that includes economic development, environmental studies, anthropology, psychology, sociology and public administration. The course emphasizes the roots of the contemporary urban experience and integrates the field of urban studies with students' everyday experiences. The course is designed to meet the following learning objectives in accordance with **CSU's General Education requirements:**

Breadth of Knowledge: Social Science

- Understand the complex issues and challenges facing urban areas.
- Recognize the importance and usefulness of multi-disciplinary approaches to resolving these challenges.
- Introduce basic theoretical and empirical concepts used in the respective social scientific disciplines to explain the behavior of individuals and groups in societies, economies, governments, and subcultures.
- Present how data are collected and analyzed in social-scientific disciplines.

Skill: Critical Thinking

- Inspire critical thinking using multi-disciplinary approaches and exercises.
- Develop higher-order thinking (analysis, synthesis, evaluation) to address complex urban problems.

Skill: Writing

- Completion of “writing-to-learn” exercises through online discussions designed to incorporate concepts learned in the text chapters into daily life experiences.
- Fulfillment of “writing-to-communicate” exercises designed to test understanding of academic journal articles and ability to convey responses in a logical manner.

Additional Skills:

- Encourage time management through multiple assignments.
- Develop technology management and exploration skills.

General Education Statement

This course fulfills a Social Science Breadth of Knowledge General Education requirement and promotes the Skill Areas of critical thinking and writing.

Course Method

The course will be conducted on-line in CSU’s Blackboard/CE6 platform.

Course Requirements and Grading Policy

Grades are based on writing assignments (essays, discussions, critical thinking exercises), 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. *Late assignments will not be accepted;***
- Send all discussion postings and written assignments through Blackboard;
- Log on to the course site daily to check for changes and /or additional information.

Essays, discussions, and critical thinking exercises are due by the date specified in the syllabus Course Schedule. Grades are weighted as follows:

Grade Weight

(1) Two Faculty Essays	50 points each: Total 100 points
(2) Two Critical Thinking Essay	50 points each: Total 100 points
(3) Three Critical Thinking Exercises	20 points each: Total 60 points
(4) Five Discussion/Response Postings	14 points (5) discussion posting. 14 points (5) response posting (combined total 28 points for the three required postings: initial discussion answer from the student & 2 responses to classmates) for a Total of 140 points
(5) Mid-term Exam	100 points
(6) Final Exam	100 points

Total Possible points for the semester: 600 points

***Keep in mind:** The textbook used for this course contains seventeen chapters. Therefore, a test bank is used to generate the questions for the mid-term and final exam. As a result, the number of questions on the mid-term and final exam will vary since the exams are not cumulative; however, the total number of questions for each of the chapters presented up to the respective exam is the total number of possible points. For instance, the mid-term may consist of 56 questions (5-7 questions from each of the chapters covered from the beginning of the semester until the mid-term), while the final may consist of 63 questions (5-7 questions from the chapters covered from the mid-term until the end of the semester). The final grade for each exam will be calculated as follows:

**Mid-term: $56/56 = 100$ points/A (100%), $43/56 = 77$ points/C+ (77%), etc.
Final exam: $63/63 = 100$ points/A (100%), $57/63 = 90$ points/A- (90%), etc.**

*** FYI:** The two faculty essays, two critical thinking essays, three critical thinking essays, five discussion/five response postings, mid-term and final exam add up to a total of 600 possible points for the semester. The grade breakdown listed above is based on the accumulation of the total number of points students' actually received divided by 600, which is the total number of points possible (100 points for each of the six required assignments). Students' must keep in mind the final breakdown of grades is based on the overall spread of scores achieved by the class for the semester. **Below is a summary of the grade scale for the course.**

Grading Scale

The following is a breakdown of the letter grades that will be distributed in this course. **No grade of “incomplete” will be given under any circumstance.**

94 – 100	A
90 – 93	A-
87 – 89	B+
83 – 86	B
80 – 82	B-
77 – 79	C+
70 – 76	C
60 – 69	D
59 – Below	F

Policies

- Educational access is the provision of classroom accommodations, auxiliary aids and services to ensure equal educational opportunities for all students regardless of their disability. Any student who feels he or she may need an accommodation based on the impact of a disability should contact the Office of Disability Services at (216) 687-2015. The Office is located in MC 147. Accommodations need to be requested in advance and will not be granted retroactively.
- 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 assignment and possibly an “F” for the course.
- Late assignments are not accepted
- Make-ups of exams and assignments are at the discretion of the instructor and require valid written documentation (for example, written doctor’s excuse).
- No grade of “incomplete: will be assigned for this course.
- **If you fail to withdraw from the course by the designated drop date listed on the university calendar the letter grade of “F” will be assigned at the end of the semester, unless prior arrangements have been made with the instructor to complete the requirements for the course during the semester the student is enrolled.**
- The Instructor reserves the right to make changes to this syllabus.

WEEKLY ACTIVITIES

Each week every student must complete the assigned readings and one written assignment (an assignment based on a MGLCUA faculty article, a critical thinking essay, or a discussion).

Assignment Due Dates

All assignments are due by 8pm on Thursday of the week they are assigned.
Grading rubrics will be provided for written assignments.

Late assignments will not be accepted.

FOR ALL ASSIGNMENTS, YOU ARE REQUIRED TO NAME THE HOMEWORK FILES WITH YOUR NAME (E.G. J_SMITH_POLICY_PAPER.DOC) AND PUT YOUR NAME ON THE DOCUMENT ITSELF OR YOU WILL LOSE (10) POINTS OFF OF YOUR GRADE.

Written Assignments on MGLCUA Faculty Articles

There are two (2) assigned readings by MGLCUA faculty. All students are required to read the articles and then complete a writing assignment based on the article.

Critical Thinking Essays

Students will be required to write two (2) critical thinking essays. You will be presented with a scenario and you must answer questions about it.

Critical Thinking Exercises

There are three (3) critical thinking written exercises in this course. These short exercises are designed to help students develop their respective critical thinking skills. These exercises are not difficult, but do require some thought.

On-line Discussions

Students will participate in on-line discussions based upon the textbook readings. The instructor will pose a question and indicate the requirements for a sufficient answer. Students will be asked to answer that question and respond to other students' contributions as well. ***When asked to respond to another student, you must do so using the reply function.*** Discussions must be delivered by the due date listed on the syllabus. **Late discussion responses will not be accepted.**

FYI: Students are required to post a response to the question posed and then post a response to a classmates posting for a total of two postings for the five discussions presented. For example, students should have a total of (10) ten postings for the five discussions presented. (1) Their initial answer to the question, and (2) a response to an answer presented by another student in the class. The objective of this assignment is to promote dialog and an active learning environment among students. Keep in mind students should not use

this platform to spout their own ideologies, but to share and express ideas relative to the class.

Quizzes and Exams

- Questions for the mid-term and final exams are drawn from the textbook and appear in the chapter study quizzes in the Assessments section. The instructor has provided these NON-GRADED study quizzes for each chapter to help you prepare for the exams. ***These quizzes are for study purposes only and are not factored into your grade.***
- For each chapter quiz, there will be ten questions randomly selected from a larger bank of questions. The more times you take the quiz, the more questions you will see. ***Remember it is these questions that will appear on your midterm and final exams.*** Therefore, it is recommended that you take the quizzes as part of your exam study strategy. You may take the quizzes as often as you like; ***however, quizzes will be closed once the large exam opens. For instance, the quiz bank will be available from August 27th through October 1st in preparation for the mid-term. The quiz bank will not be open/available for students to prepare for the mid-term after October 1st at 5:00 p.m. The quiz bank will reopen from October 15th until December 3rd in preparation for the final exam. The quiz bank will close and not be available after December 3rd at 5:00 p.m.***
- ***Please note that the quizzes do not give you the right answer, but tell you if your answer is right or wrong.*** If you get the answer right, great. *If you get the answer wrong, it is recommended that you investigate the question and see if you can locate the correct answer in your text. Students learn the material by looking up answers themselves, not by printing out each of the quizzes with the correct answers filled in by the computer.*

The final exam is not cumulative; it covers only the second half of the class. The mid-term and final exams can be taken only ONE time and are taken online under the Assessments section on Blackboard.

Technology Management

YOU ARE RESPONSIBLE FOR MANAGING THE TECHNOLOGY. YOU NEED TO FACTOR THAT INTO YOUR PLANNING AND ORGANIZATION. For example, (1) keep copies of your homework in case they don't download correctly. (2) E-mail or call the instructor immediately if the computer crashes in the middle of an exam. (3) If your personal computer crashes, you will have to find another way to participate such as using CSU computers.

For those who have permission to do school work at your workplace and plan 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.

Frequently Asked Questions (FAQs) about UST 200 in Blackboard:

Q. When are assignments due?

A. See Course Schedule in Syllabus. Also remember to check the Announcements and/or emails from your instructor for any changes.

Q. How do I check my grades?

A. Click on My Grades. You will find it along the left hand column menu on the Blackboard course site.

Q. Can I email you my assignments?

A. Please submit all assignments under the appropriate section in Blackboard. Assignments improperly submitted will not accepted without prior approval from the instructor.

Q. I thought I did better on last week's assignment. Why did I get the grade I did?

A. Each assignment (except the Discussions) has a grading rubric. The teaching assistant uses the rubric in grading the assignments and in assigning grades. You need to read the rubric carefully and, if you still do not know why you received the grade you did, you need to email the teaching assistant. ***Email the Instructor only AFTER you have tried to resolve your concern with the teaching assistant.***

Q. I cannot find someone's email address on the list in the course. What should I do?

A. Go to the bottom right of the screen and click on the little green arrow. You will get a drop-down menu. Click on ALL and then click on the green arrow again. Your screen will refresh and you will get the whole roster of names for the course. This little green arrow also shows up under the Announcements section when the list of weekly announcements grows long.

Below are some general comments about the course that should help you navigate your way through a successful experience in UST 200 on-line:

- Check the Blackboard course site frequently to post course updates, respond to emails, etc. I may check the course site over the weekend, but you may not hear from me until Monday.
- Please give the teaching assistants a week to grade your assignments. The teaching assistant is assisting the instructor with multiple courses.
- Make sure you read the syllabus **THOROUGHLY**. Because we do not meet face-to-face, I try and provide as much information as possible in the syllabus. Places to check for additional information on the course site in Blackboard are: Announcements, Homepage, and Emails.
- Remember that your relationship with the Instructor is an Internet relationship. I cannot know what is going on in your life as it pertains to the course if you do not communicate with me. Please make every effort to convey your concerns or

questions to me, and I will make every effort to address these issues in a satisfactory and timely fashion.

- There is really no excuse for missing any weekly assignments. Everything except for the exams and the last critical thinking essay are open **NOW**, so you can plan around your business trip, sister's wedding, birth of your child, etc. I know things happen, but please be aware that any emergency involving a request for a time extension requires a valid written excuse (hospital notice, jury duty notice, etc.), and acceptance of such an excuse is up to the discretion of the Instructor.
- If I was a student in the class and wanted to succeed in the course, here is what I would do every week. **This is merely a suggested "to do" list**; everyone's schedules and study patterns are different.
 - Log into the class on Monday night or Tuesday and read the weekly Announcement. Make sure I understand what is due by **Thursday** and email the Instructor if I have any questions.
 - Complete the assigned readings for the week.
 - Check the course site daily for any updates. Do the weekly written assignment.
 - Submit my written assignment by **Thursday at 8pm**.
 - Do the quizzes that pertain to this week's readings over the weekend and take notes/highlight the text so I know what to study for the exam.
 - **THE WEEKEND BEFORE THE EXAM:** Take the chapter quizzes over and over and take notes/highlight text. Take the exam Monday or Tuesday while the quiz questions are still fresh in my memory.
 - Keep in mind students are able and encouraged to work ahead to successfully complete the course. FYI: All assignments are open and available for students to access, with the exception of the mid-term and final exam.

Course Schedule: Readings, Assignments & Due Dates

Week 1: August 27

Readings: The course syllabus and Chapter 1: The City Evolves (History)

***Quiz bank opens in preparation for mid-term exam at 8:00 a.m.**

Week 2

Reading: Chapter 2: The City Relies on its Foundations (Geology)

Assignments Due 9/3 by 8pm: Critical Thinking Essay #1

Week 3

Readings: Chapters 3 & 4: The City Builds (Architecture and Design) and The City Organizes Its Space (Geography)

Assignment Due 9/10 by 8pm: Chapters 3 & 4 Discussion

Week 4

Readings: Chapters 6 & 11: The City Worships (Sacred Landmarks) and The City Works (Economic Development)

Assignment Due 9/17 by 8pm: Critical Thinking Exercise #1

Week 5

Reading: Dr. Rosentraub's article, *Sports Facilities and Urban Redevelopment: Private and Public Benefits and a Prescription for a Healthier Future*

Assignment Due 9/24 by 8pm: Dr. Rosentraub faculty essay

Week 6

Readings: Chapters 5 & 7, The City Looks Ahead (Urban Planning) and The City Manages Itself (Public Works)

*** Quiz bank for mid-term preparation closes at 5:00 p.m.**

Assignment Due 10/1 by 8pm: Chapter 5 & 7 Discussion

Week 7: October 8

Midterm Exam. The midterm exam will be available from Thursday (10/8) 5pm until Monday, (10/12) at 5pm. You may take the exam on-line once anytime during this time. It will cover Chapters 1-7 and 11

Week 8

Reading: Chapter 8, The City Protects Itself (Environmental Studies)

***Quiz bank opens in preparation for final exam at 8:00 a.m.**

Assignments Due by 10/15 by 8pm: Chapter 8 Discussion

Week 9

Readings: Chapter 9, The City Governs Itself (Political Science)

Assignments Due 10/22 by 8pm: Critical Thinking Exercise #2

Week 10

Readings: Chapter 10, The City Serves the Public (Public Administration) and Dr. Sowa's article, *Administrative Discretion and Active Representation: An Expansion of the Theory of Representative Bureaucracy*

Assignments Due 10/29 by 8pm: Dr. Sowa faculty essay

Week 11

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

Assignment Due 11/5 by 8pm: Chapter 12 Discussion

Week 12

Readings: Chapters 16 & 17, The City Unites with the World (International Geography) & The City Faces Its Future (Technology and the Future of the City)

Assignment Due 11/12 by 8pm: Critical Thinking Exercise #3

Week 13

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

Assignment Due 11/19 by 8pm: Chapter 13 Discussion

Week 14: November 26

Reading: Chapter 14, The City Confronts Social Issues (Sociology)
No assignment due...Happy Thanksgiving!

Week 15

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

***Quiz bank for final exam preparation closes today at 5:00 p.m.**

Assignment Due 12/3 by 8pm: Critical Thinking Essay #2

Week 16:

Final Exam— The final exam will be available from Monday (12/7) 5pm until Thursday, (12/10) at 5pm. You may take the exam on-line once anytime during this period.