

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

Meeting Time: On line course, meets first session Saturday, January 14th. See syllabus for guest lecture schedule.

Location: UR 112

Instructor: Doreen Swetkis

Office: Room 232M, Levin College of Urban Affairs

Phone: 216-687-2136

Assistant: Frank Wagner

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.

Office hours: By appointment.

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 can be taken completely on line, or as a hybrid course including on-line and in class components. Please read further in the syllabus for details.

Course Requirements

Grades are based on written homework assignments, participation in 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;
 - Prepare and submit all assignments;
 - Participate actively in discussions and ask clarifying questions;
 - Send all correspondence through WebCT;
- Log on to the course on WebCT at least twice a week to check for changes and /or additional information.

Policies

- Students requiring special accommodations should immediately inform the instructor.
- 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.
- Please see the course on WebCT for changes and /or additional information.

Weekly Activities

Each week every student must complete at least one quiz (weeks with two chapters will have two quizzes) and one written assignment (either homework based upon the lecture, a web-chat with a faculty expert, or an on-line discussion). See below for a description of these activities.

• Weekly Quizzes (15%)

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 perfect score of 10. There is no disincentive to taking it over and over. WebCT 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 quiz grade for that chapter.

• Faculty Lecture Homework/Web Chats (20%)

There will be six (6) guest lecturers drawn for the Levin College faculty who will discuss current research in their area of expertise. All students are required to view the lectures. However, you can choose where and when to view them (within a specific time frame). One

in-class lecture will be offered for each speaker. These will be scheduled during regular class times. See the Course Schedule for specifics. If you cannot attend the lecture, then you can either view it on-line or via CD, which will be made available at the CSU College of Urban Affairs computer lab, UR 40. The on-line lecture recordings come in two formats: as a video stream you simply click on to watch, or as a file that you can download to your computer. You will need a media viewer to watch the lecture. One is provided for download in WebCT.

Students must complete a writing assignment for all lectures, or possibly participate in an hour-long on-line chat with the lecturer. The writing assignment will consist of a question pertaining to the lecture, and is due approximately two (2) weeks after the in-class lecture. **All homework assignments are due by 5pm on Saturday of the week they are assigned.** Late homework assignments will be deducted one half letter grade per day late.

The web chats occur in real time, meaning that they occur during regularly scheduled class times. The web chats will occur one (1) week after the in-class lecture, and will last approximately one (1) hour; students are required to participate for the duration of the chat session in order to receive credit. The web chats also are limited to the first 15 students who sign up. See Course Schedule for exact dates and times. See Appendix for instructions on submitting homework assignments and participating in web chats.

FOR YOUR HOMEWORK ASSIGNMENTS, YOU ARE REQUIRED TO NAME THE HOMEWORK FILES WITH YOUR NAME (E.G. SMITH_LECTURE1.DOC) AND PUT YOUR NAME ON ALL PAGES OF YOUR HOMEWORK ASSIGNMENT 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 students' 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. Students will have one week to respond to the question. **Discussion postings can not be late; discussion boards will be locked at 5:01pm on Saturday, and no late postings will be accepted.**

• **Exams (midterm=20% + final=25%)**

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 exams can only be taken ONE time. The exams are taken through WebCT.

NB: YOU ARE RESPONSIBLE FOR MANAGING THE TECHNOLOGY. YOU NEED TO FACTOR THAT INTO YOUR PLANNING AND ORGANIZATION.

For example, test the video linkage before the due date. 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 plan to do so, please be advised that many workplaces have computer safeguards in place that may prevent you from accessing certain course components. In particular, workplace firewalls may not allow you to view the video lectures, and pop-blockers may block the quizzes and exams.

Course Schedule and Assigned Readings

Week of January 14

Class orientation, discussion of course content, introduction to WebCT
Class meets in UR 112 at 9:00am on Saturday, January 14

Week of January 21

Readings: Chapters 1 & 6: the City Evolves (History) and the City Worships (Sacred Landmarks)
Guest Lecture: *Professor Michael Wells*, Saturday, January 22, 9:30am -10:30am, UR 112
Assignments Due: Discussion, Chapter 1 quiz, & Chapter 6 quiz

Week of January 28

Reading: Chapter 2, The City Relies on Its Foundations (Geology)
Follow up Chat with Dr. Wells: Saturday, January 28, 9:30am -10:30am via WebCT
Assignments Due: Discussion & Chapter 2 quiz

Week of February 4

Reading: Chapter 4: The City Organizes Its Space (Geography)
Guest Lecture: *Professor Sugie Lee*, WEDNESDAY, February 8 at 9:45am in UR 112
Assignments Due: Chapter 4 quiz & Dr. Wells homework (in lieu of chat session participation)

Week of February 11

Reading: Chapter 3, The City Builds (Architecture and Design)
Assignments Due: Discussion & Chapter 3 quiz

Week of February 18

Reading: Chapter 5, The City Looks Ahead (Urban Planning)
Guest Lecture: *Professor Dennis Keating*, Saturday February 18, 9:30am-10:30am, UR 112
Assignment Due: Chapter 5 quiz & Dr. Lee homework

Week of February 25

Reading: Chapter 7, The City Manages Itself (Public Works)
Follow up Chat with Dr. Keating: Saturday, February 25, 9:30am -10:30am via WebCT
Assignments Due: Discussion & Chapter 7 quiz

Week of March 4

Reading: Chapter 14, The City Confronts Social Issues (Sociology)
Guest Lecture: *Professor Ronnie Dunn*, Saturday, March 4, 9:30am – 10:30am, UR 112
Assignments Due: Chapter 14 quiz & Dr. Keating homework (in lieu of chat session participation)

Week of March 11

Follow up Chat with Dr. Dunn: Saturday, March 11, 9:30am -10:30am via WebCT

March 12 through March 19

Spring Break

March 20 through March 24

Midterm—the mid-term exam will be available to take on line anytime between Tuesday, March 21 at 8:00am and Saturday, March 25 at 11:00pm.

Week of March 25

Readings: Chapters 9 & 10, The City Governs Itself (Political Science) and The City Serves the Public (Public Administration)

Guest Lecture: *Professor Mittie Olin Chandler*, MONDAY, March 27 at 9:45am, UR 112

Assignments: Chapter 9 quiz, Chapter 10 quiz, & Dr. Dunn homework (in lieu of chat session participation)

Week of April 1

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

Assignments Due: Discussion & Chapter 12 quiz

Week of April 8

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

Assignments Due: Chapter 15 quiz & Dr. Chandler homework

Week of April 15

Readings: Chapters 8 & 11, The City Protects Itself (Environmental Studies) and The City Works (Economic Development)

Guest Lecture: *Professor Shari Garmise*, WEDNESDAY, April 19 @ 9:45am, UR 112

Assignments Due: Discussion, Chapter 8 quiz, & Chapter 11 quiz

Week of April 22

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

Assignments Due: Discussion & Chapter 13 quiz

Week of April 29

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

Assignments Due: Chapter 16 quiz, Chapter 17 quiz, & Dr. Garmise homework

Week of May 6

Final Exam—The final exam will be available to take on line anytime between Saturday, May 6th at 8:00am and Wednesday, May 10th at 11:00pm.

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://webct.csuohio.edu> (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, **06Spring UST 200 section 502 Intro to Urban Studies (Swetkis)**. Click the pencil icon all the way to the right for self-registration. 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 you’re my WebCT page. Internet Explorer is the preferred browser, however Netscape Navigator can be used as well. It is not recommended that you use WebCT through AOL. It does not interface well with the AOL browser. When using Explorer or Navigator, check advanced options to make sure that java features are enabled. In Netscape Navigator, this is found under “Edit”, “Preferences”, “Advanced”. Check all boxes regarding java and then click “ok”. In Explorer, go to “Tools”, “Internet Options”, “Advanced”. Under the “Microsoft VM” section, make sure all boxes are checked and click “ok”.

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 your response, 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 Assignments 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.

1. Hit the button called "upload file". It will take you to another screen.
2. Hit "browse", which will ask you to choose a file. Find your file on which ever drive (C:, floppy disk, CD, etc.) it is located and open it. The file name will then show up in the filename box.
3. Hit "upload". You will return to the assignment screen. You should see your file listed in a blue box. Above it you will see the status as unsubmitted. You now need to submit the file.
4. 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 allow WebCT to email you to let you know that your assignment has been submitted successfully.

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

Appendix 4: Quizzes, Exams, Chats, 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 pop-ups 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 (IE), external popup blockers most likely are the cause, since IE does not have a built in pop-up 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 pop-ups 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. Wells, Keating and Dunn, 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: Viewing On-line Videos

You must have a QuickTime Player to view the lectures. The most recent version is QuickTime 7. If you don't have QuickTime, or you have an earlier version, you can download it for free from:

<http://www.quicktime.com>

You can watch the video one of two ways: You can stream the video directly from our site, or you can download the video to your computer to watch at a later time. Streaming allows the movie to begin immediately, and does not download the file.

Please be advised that some organizations have firewalls that prevent access to movies. Home access typically is not an issue, as blocking particular types of files (movies) is usually something that is added to a typical firewall configuration as a way for employers to prevent personal use of computers by employees.

Appendix 7:
Guest Lecturer Biographies (listed alphabetically)

Professor Mittie Olion Chandler holds a Ph.D. in political science and her Master of Urban Planning from Wayne State University. She holds a B.A. from Michigan State University. Dr. Chandler has been a practitioner, student, and researcher in the field of urban affairs for over 30 years. Her previous work experience includes positions in city planning, public housing management, and housing program development. She has served on the boards of and as technical advisor to a number of community-based organizations in Detroit and Cleveland. Her research interests include urban politics, public policy analysis, housing and community development, public housing, fair housing, and race relations. Dr. Chandler's book, *Urban Homesteading: Programs and Policies*, was published by Greenwood Press. Her articles have appeared in *Policy Studies Review*, *Journal of Planning Education and Review*, and *Housing Policy Debate*. She is currently engaged in research on the 21st Century Community Learning Center and preschool literacy programs.

Professor Ronnie Dunn received a Ph.D. in Urban Studies at Cleveland State University in 2004. His research and teaching interests primarily concern crime and justice as they affect minorities and the urban poor. Areas of Specialization/Expertise include: racial and social justice; the criminal justice system; issues affecting minorities and the urban poor; criminology; and urban sociology.

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 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 Sugie Lee is an assistant professor in the Maxine Goodman Levin College of Urban Affairs. He holds a Ph.D. and a M.S. in City and Regional Planning from the Georgia Institute of Technology, along with a M.S. and a B.S. in Urban Planning from Hanyang University in Seoul, Korea. His major fields of research include land use planning, urban/metropolitan spatial structure, growth management/smart growth, urban/suburban decline and revitalization, and GIS. His research focuses on alternative land use policies at the local and regional levels to encourage smart growth principles, enhance the vitality of central cities and inner-ring suburbs, reduce intra-metropolitan socioeconomic disparities and polarization, and preserve the natural environment at the fringe of metropolitan areas. His current research focuses on the inner-ring suburban decline and revitalization in the context of metropolitan smart growth strategies. He is also interested in the integrated research of land use with a variety of disciplines in urban planning such as transportation, housing, environment, and public health.

Professor Michael Wells is currently an Associate Professor and Director of Undergraduate Programs at the Levin College. Prior to joining the College, he was Associate Dean of Continuing Education at Cleveland State University, where he also served as an adjunct assistant professor in the History and General Administration Departments and the Urban Studies Department. His interest in American history - a "lifetime passion" - led him to acquire a Ph.D. in that field from The Ohio State University and to become a founding member of the Sacred Landmarks Research Group. He also holds an M.A. from The Ohio State University and a B.A. in American History from Wright State University. His research and writings about sacred landmarks and ecclesiastical history he says, "stems from the appeal of that which is antique, romantic, hierarchical, ceremonial, and universal." Wells served nine years on the Ohio Historic Site Preservation Advisory Board, two as board chair. He has published in *Journal of Management History*, *Public Administration Review* (with William Bowen), *Planning in Action*, and *Stained Glass*. He has received an award for Excellence in Undergraduate Education from the dean and students of the Maxine Goodman Levin College of Urban Affairs. For the 2003-04 academic year he was a Fulbright Scholar in Norway.