

Cleveland State University
Maxine Goodman Levin College of Urban Affairs
Department of Urban Studies
UST 200 – Introduction to Urban Studies
Spring 2007

Meeting Time: On line course, meets first session, either 9am on 1/13/07 (Saturday) or 9:45am on 1/17/07 (Wednesday)
Location: UR 112
Instructor: Doreen Swetkis
Office: Room 232M, Levin College of Urban Affairs
Phone: 216-687-2136
Assistant: Ghazala Ulvi, 216-875-9788
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 objectives:

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 is completely on line. Please read further in the syllabus for details.

Course Requirements

Grades are based on written homework assignments/chat sessions, participation in discussions, quizzes, a mid-term exam, and a final exam. Students are expected to:

- Read all assigned readings *before* beginning any on-line sessions;
- Prepare and submit all assignments on time;
- 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.
- 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.

COURSE WORK

◆ 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 quizzes even after receiving a 10 out of 10. 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. The quizzes pertaining to the midterm (or final) exam remain open until the midterm (or final) is posted, so you can continue to retake the relevant quizzes as a way to study for the exams. ***NB, the quiz grade that will be counted toward your final grade is the highest grade recorded in WebCT by 5pm on Friday of the week it is assigned.***

◆ Faculty Publications/Web Chats (25%)

There will be five (5) assigned readings by Levin College faculty. The readings cover current research in their respective areas of expertise. All students are required to read the articles. Students must complete a writing assignment for all five (5) articles, **or** participate in an hour-long on-line chat with the author about his/her work. The writing assignment will consist of a question pertaining to the lecture, and is due approximately one (1) week after the

assignment. **All homework assignments are due by 5pm on Friday of the week they are assigned. Late assignments will be deducted one half letter grade per day late.**

The web chats occur in real time, meaning that they occur during a scheduled time, 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 & 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%)**

You are required to participate in on-line discussions regarding topics covered in the text. 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. When asked to respond to another student, you must do so in a separate posting, 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=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. Unlike the quizzes, 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, keep copies of your homework in case they do not 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, pop-blockers may block the quizzes and exams.

Course Schedule and Assigned Readings. Assignments are due on Friday by 5pm.

Week 1

Class orientation, discussion of course content, introduction to WebCT

Class meets in UR 112 at 9:00am on Saturday, January 13 & 9:45am on Weds. January 17

Students are required to attend ONE of these two in-class sessions

Week 2

Readings: Chapters 1 & 2: The City Evolves (History) and The City Relies on its Foundations (Geology)

Assignments Due 1/26 by 5pm: Discussion, Chapter 1 quiz, & Chapter 2 quiz

Week 3

Reading: Chapter 3, The City Builds (Architecture & Design)

Assignments Due 2/2 by 5pm: Discussion & Chapter 3 quiz

Week 4

Readings: Chapters 4 & 11: The City Organizes Its Space (Geography) the City Works (Economic Development), and excerpts from Garmise, *People and the Competitive Advantage of Place*

Assignments Due 2/9 by 5pm: Discussion, Chapter 4 quiz, Chapter 11 quiz

Week 5

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

Assignments Due 2/16 by 5pm: Garmise HW assignment in lieu of chat and Chapter 5 quiz

Optional Web Chat: *Professor Shari Garmise*, MONDAY, February 12 from 10-11am

Week 6

Readings: Chapters 6 & 7, The City Worships (Sacred Landmarks) and The City Manages Itself (Public Works)

Assignments Due 2/23 by 5pm: Keating HW assignment in lieu of chat, Chapter 6 quiz, & Chapter 7 quiz

Optional Web Chat: *Professor Dennis Keating*, SATURDAY, February 17 from 10-11am

Week 7

Midterm Exam. The midterm exam will be available from Friday (2/23) 5pm until Tuesday, (2/27) at 5pm. You may take the exam on-line anytime during this period, but only once.

Week 8

Reading: Chapter 8, The City Protects Itself (Environmental Studies) and Dr. Kellogg article

Assignments Due by 3/9 by 5pm: Discussion and Chapter 8 quiz

March 11 through March 18

Spring Break

Week 9

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

Assignments Due 3/23 by 5pm: Kellogg HW in lieu of chat & Chapter 9 quiz

Optional Web Chat: *Professor Wendy Kellogg*, WEDNESDAY, March 21 from 10-11am

Week 10

Readings: Chapter 10, The City Serves the Public (Public Administration) & Dr. Chandler article
Assignments Due 3/30 by 5pm: Discussion & Chapter 10 quiz

Week 11

Reading: Chapter 12, The City Regulates Itself (Law) & Dr. Hill article
Assignments Due 4/6 by 5pm: Chandler HW in lieu of chat & Chapter 12 quiz
Optional Web Chat: *Professor Mittie Olion Chandler*, FRIDAY, April 6 from 10-11am

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)
Assignments Due 4/13 by 5pm: Hill HW in lieu of chat, Chapter 16 quiz, & Chapter 17 quiz
Optional Web Chat: *Professor Ned Hill*, SATURDAY, April 14 from 10-11am

Week 13

Reading: Chapter 13, The City Understands Itself (Psychology)
Assignments Due 4/20 by 5pm: Discussion & Chapter 13 quiz

Week 14

Reading: Chapter 14, The City Confronts Social Issues (Sociology)
Assignments Due 4/27 by 5pm: Discussion & Chapter 14 quiz

Week 15

Reading: Chapter 15, The City Encounters Diversity (Anthropology)
Assignments Due 5/4 by 5pm: Discussion and Chapter 15 quiz

May 5 through 9

Final Exam—The final exam will be available to take on line anytime between Saturday, May 5th at 8:00am through Wednesday, May 9th at 5:00pm.

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>

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 (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 (5) “guest professor” web chats available during the course of the semester. 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.

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 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 do not participate (i.e., do not type anything relevant to the discussion), you will not receive any points.

Appendix 6:
Grading Rubric for Homework Assignments

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 -Fully answers the questions— explaining the answer indicates full comprehension -Uses solid examples and arguments to support the answers given -Uses additional resources to make their case 	<ul style="list-style-type: none"> -Generally well written, some typos or errors - Satisfactorily answers the question— -Explains and assesses issues but not fully or not convincingly 	<ul style="list-style-type: none"> -Some writing issues - Poorly answers the question—but answer suggests comprehension -Examples from readings insufficiently discussed and/or do not demonstrate understanding of issues 	<ul style="list-style-type: none"> -Many writing issues - Poorly answers the question -- suggesting lack of comprehension -No references to the readings or are so cursory that it does not indicate any comprehension of issues

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 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, Dr. Garmise 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. She 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 Edward W. (Ned) W. Hill is Vice President for Economic Development for Cleveland State University, and Professor and Distinguished Scholar of Economic Development at the Maxine Goodman Levin College of Urban Affairs of Cleveland State University. He is also a Nonresident Senior Fellow of the Metropolitan Policy Program at The Brookings Institution, an independent public policy research organization in Washington, D.C. Hill edited *Economic Development Quarterly* from 1994 to 2005. *Economic Development Quarterly* is dedicated to publishing research on the development of the American economy.

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 Wendy A. Kellogg is an Associate Professor of Urban Planning and Environmental Studies. Dr. Kellogg earned her Ph.D. (City and Regional Planning) at Cornell University in 1993. Her major fields of research interest are citizen participation, urban and regional sustainability, neighborhood redevelopment, and Great Lakes water quality and land use issues. She has published analyses of Great Lakes water quality planning programs and citizen participation in neighborhood-based environmental planning. Her research projects have included an environmental history and inventory of a neighborhood in central Cleveland, Ohio, the role of information technologies by neighborhood-based organizations, the role of local decision makers in coastal and watershed protection, and the role of training programs in shaping local decision maker behavior toward coastal management. She recently helped establish The Center for Planning Research and Practice in April 2006 as a focal point for land use planning in the Levin College of Urban Affairs. Dr. Kellogg was a member of the Ohio Lake Erie Commission Blue Ribbon Taskforce on Balanced Growth in the Lake Erie Basin in 2001-2004. Dr. Kellogg teaches courses in urban planning, environmental planning, environmental policy, and urban studies.