

**STATE & LOCAL GOVERNMENT: POL 112: (CRN 1357)**  
**Middlesex Community College**

**Course Syllabus**

TIME: Spring 2019 Online: MAP: April 14<sup>th</sup> to May 19<sup>th</sup>

PLACE: Online: Blackboard

INSTRUCTOR: M. Lisa Moody

E-MAIL: Please contact me through the Blackboard shell.

If Blackboard is down email: Mmoody@mxcc.commnet.edu

Cell phone for emergencies only: 860-872-7904

TEXT: State & Local Government: The Essentials, 6<sup>th</sup> Edition, Bowman & Kearney

**I. COURSE OBJECTIVES:**

This course will allow for the examination of the structure and workings of state and local governments, including the legislative, judicial and executive branches. Focus of study will include financial restraints, the role of the media, the effectiveness of citizen advocacy, issue lobbying, campaign finance and the realities and restrictions of political activities in government offices.

Students will understand the elements of Connecticut's state government and its municipalities, appreciate their historic development and recognize the different factors that influence our political culture and institutions.

**II. SPECIFIC LEARNING OUTCOMES:**

Read different perspectives on political topics.

Evaluate sources and critically analyze material.

Bring knowledge of past events to analysis of contemporary issues.

Identify the relationship between state constitutions, laws, and local ordinances.

Explain how state legislatures and governors, as well as mayors and town councils, operate and interact with one another.

### **III. COURSE REQUIREMENTS- LECTURE:**

1. Course materials will be delivered via Blackboard and will enable student to complete their academic work in a flexible manner, completely online. The course is broken down into five weeks:

- Week #1: Chapters 1 & 2
- Week #2: Chapters 3 & 5
- Week #3: Chapters 6 & 7
- Week #4: Chapters 8 & 9
- Week #5: Chapters 11 & 12 as well as Paper

2. The "lectures" for this course consist of PowerPoint presentations with an audio component. PowerPoint presentations will be posted on Blackboard for students to access. It is strongly recommended that students read the PowerPoints AND listen to the audio lectures.

3. You must contact the instructor **in advance** if you have a good reason to miss an assignment, discussion board, or quiz. **Only students with a prearranged absence will be permitted to make up assignments or quizzes.**

4. Reading assignments must be completed prior to taking the reading quizzes.

5. Assignments must be turned in on time. **Late work will not be accepted.** Instructor reserves the right to modify this rule only in exceptional cases.

6. Your grade is the average of points earned and total possible points based on the results of:

Reading Quizzes	(30 points each)	300 points
Discussion Board	(50 points each)	250 points
Syllabus Quiz	(25 points)	025 points
Assignments	(20 points each)	100 points
Final Research Project	(325 points)	325 points

Total: 1000 points

#### **IV. IMPORTANT DATES: SUBJECT TO CHANGE**

1. Quizzes: All quizzes (with the exception of the syllabus quiz) are due Sundays by 11:59 PM.

Week #1:

- Syllabus Quiz (Due Wednesday)
- Reading Quiz #1: Chapter 1
- Reading Quiz #2: Chapter 2

Week #2:

- Reading Quiz #3: Chapter 3
- Reading Quiz #4: Chapter 5

Week #3:

- Reading Quiz #5: Chapter 6
- Reading Quiz #6: Chapter 7

Week #4:

- Reading Quiz #7: Chapter 8
- Reading Quiz #8: Chapter 9

Week #5

- Reading Quiz #9: Chapter 11
- Reading Quiz #10: Chapter 12

2. Assignments Due Sundays by 11:59 PM

Week #1      Assignment #1 – 20 Points

Week #2      Assignment #2 – 20 Points

Week #3      Assignment #3 – 20 points

Week #4      Assignment #4 – 20 Points

Week #5      Assignment #5 – 20 Points

3. Discussion Board: Initial Discussion Board Posts due Wednesdays by 11:59 PM.  
Response posts are due by Sundays at 11:59 PM

Week #1	Discussion #1
Week #2	Discussion #2
Week #3	Discussion #3
Week #4	Discussion #4
Week #5	Discussion #5

### **V: QUIZZES:**

- Quizzes will be online with a **30 minute** time limit.
- 10 reading quizzes will be assigned and the 10 grades will be counted towards the final grade.
- They are in a multiple choice and true/false format. Quiz material comes from textbook reading, lecture material, chapter PowerPoints, or any other material posted in the Blackboard Shell.
- Quizzes must be completed before the deadline of 11:59 pm on the due dates. Late submissions will not be accepted.
- Please make certain to read all the chapters and complete all assignments prior to starting the quiz.
- Please note that it is the student's responsibility to make certain that they have a continuous Internet connection for the duration of the quiz. Quizzes will not be reset if they lose Internet access during the exam.
- **Cheating of any kind will not be tolerated and will result in a grade of "F" for the course and immediate referral to the Academic Dean for further disciplinary action.**

## **QUIZ ACCOMMODATIONS:**

- Students who require academic accommodations must provide the appropriate paperwork from the Disabilities Services Office. Accommodations are not retroactive and can only be implemented once proper paperwork is received, which is the STUDENT'S responsibility.

## **VI: DISCUSSION BOARD PARTICIPATION:**

**DISCLAIMER: The views and opinions expressed in articles discussed during this class are those of the authors and do not necessarily reflect the official policy or position of Middlesex Community College or Professor Moody. Assumptions and conclusions made within the articles are not reflective of the position of MxCC or Professor Moody.**

Each week will feature a discussion on the discussion board. Students must utilize their critical thinking skills and apply information that they are learning in the course when answering each question.

There will be one topic for each discussion board. Each student must post his/her individual response to the topic discussion question on the Discussion Board by 11:59 pm on Wednesdays. Late submissions will not be accepted, however, students can still submit response posts for partial credit.

Students must interact with at least two other students in the course by posting questions or addressing the initial posts of TWO of their classmates. Response posts are due by Sunday evening, 11:59 pm. These responses must be informative and contribute to the advancing knowledge of the topic. "Good job," or "nice post," are not acceptable.

### **Initial Post: Discussion Question Requirements: Due Wednesdays**

- 200 to 250 words in length – no more no less (refers only to the body of your response)
- 12 font – Times New Roman
- Proper grammar, punctuation, and sentence structure
- Label your discussion post with a title indicating which question was selected.
- Please note that all rules regarding plagiarism and proper citations must be followed.
- \*\*\*\*When you have a question about citing information correctly – ASK FOR HELP!\*\*\*\*
- DO NOT send assignments via a message or email – they will not be accepted.

### **Response Posts: Requirements: Due Sundays**

- Respond to at least 2 classmates' initial posts.
- Each post must be at least 125 words in length.
- For full credit, response posts must be made on different days of the week: ex. Wednesday and Sunday.
- 12 font – Times New Roman
- Proper grammar, punctuation, and sentence structure

### **Please adhere to all Netiquette rules when responding to other students' posts.**

- Respect others' opinions and perspectives. It is perfectly acceptable to agree to disagree on a topic. It is also acceptable to disagree with the authors and/or Mrs. Brown, as long as the argument is formed in a respectful manner.
- Avoid using stereotypes.
- Absolutely no name calling or derogatory language on the discussion boards.
- Students who are unable to maturely and respectfully contribute to the class discussion may be asked to leave the class.
- "Ouch" – if you feel that someone has written something offensive – it is ok to say "ouch." An "ouch" response indicates that we need to stop the conversation and examine why someone may be offended. Mrs. Brown will be the only person to respond to "Ouch" responses. All students must not post on that particular thread comment until Mrs. Brown has addressed the issue.

### **VII: Paper**

This project requires a 5- to 7-page paper providing information and expressing your opinion/point-of-view about a current state and/or local government issue. The topic of the paper must be drawn from at least 2 current news articles.

You might write about how you agree or disagree with points in the news articles you select. Or, you could write about how you think it is bad or good for the political system, the economy or the state. Is it good for the state or cities and towns? Is it morally right or wrong or fair? Discuss the pros or cons? Support your opinions with concepts we learn in this class, and use some of the political terminology we are learning in this course. Your paper should have minimal statistics/numbers, but can include your opinions about them. You can also include some economic, sociological, and/or moral arguments to supplement your opinions, but they should be primarily political in nature. You will not be graded on your personal opinions but rather on the cogency of your arguments.

Starting on page one (the page after the cover page), the first paragraph should introduce the topic of your project. The second paragraph should introduce the issue(s) you will write about that pertain to the topic, and give an idea of what to expect in the rest of the project.

After that, the body of your project should discuss your opinion/point-of-view about the issues. The conclusion should be the last paragraph and it should summarize the main points of your project. **Your cover page, attached charts and graphs and any citations DO NOT count toward your 5- to 7 page minimum.**

What kind of article? It must be a current newspaper, magazine or Internet news article, or transcript from television or radio news (which can sometimes be found on the internet) in English, which is at least 300 words. The article must be mostly about an aspect of American Government we are studying in this class. (For example, try <http://news.google.com> and search using a couple key words reflecting your interest).

### **VIII: SYLLABUS QUIZ:**

**Syllabus Quiz:** During the first night of class, students will take a brief quiz on the syllabus and introductory material. Questions on the quiz will come directly from this syllabus and will pertain to policies, procedures, and the general format of the course. The quiz is meant as a vehicle to test students' understanding of the expectations for the course.

### **IX: STATE & LOCAL GOVERNMENT GRADING SCALE:**

<b>Letter Grade:</b>	<b>Percentage:</b>	<b>Letter Grade:</b>	<b>Percentage:</b>
• <b>A</b>	<b>93-100</b>	<b>C</b>	<b>73-76</b>
• <b>A-</b>	<b>90-92</b>	<b>C-</b>	<b>70-72</b>
• <b>B+</b>	<b>87-89</b>	<b>D+</b>	<b>67-69</b>
• <b>B</b>	<b>83-86</b>	<b>D</b>	<b>63-66</b>
• <b>B-</b>	<b>80-82</b>	<b>D-</b>	<b>60-62</b>
• <b>C+</b>	<b>77-79</b>	<b>F</b>	<b>Below 60</b>

### **X: WITHDRAWAL:**

Withdrawal: Students may withdraw from the class with a grade of "W" before May 10<sup>th</sup>. After that date, students will receive a "W" or an "F." Students may withdrawal from the course only after speaking with the instructor and filing all the proper paperwork. Note: The primary responsibility for initiating a withdrawal rests with the students. Withdrawal from the course is official only when initiated in writing through the Records office, all requested

signatures are obtained, and the proper papers are filed with the Records Office by the indicated deadlines.

**THE FINAL DAY THAT I WILL SIGN A WITHDRAWAL WILL BE MAY 10th. No withdrawals will be signed after that point.**

### **XI: ANTI-PLAGIARISM DETECTION SOFTWARE**

SafeAssign, TurnItIn or other anti-plagiarism detection software products may be used in this course. Anti-plagiarism detection software products assist faculty and students in preventing and detecting plagiarism. Professors may utilize such software in order to check the originality of the academic work students submit in a course by comparing submitted papers to those contained in its database consisting of submitted papers and other sources. Anti-plagiarism detection software returns an "originality report" for each submission. The report is limited in scope to merely identifying passages that are not original to the author of the submitted work and which may include correctly cited quotations and information. Professors and students must carefully review such reports. No adverse action may be taken by a professor with respect to a student solely on the basis of an originality report which indicates the potential for plagiarism.

In this course you may be asked to submit your academic papers and other creative work containing personally identifiable information for originality reporting. By doing so, your work along with personally identifiable information will be retained in the product database and may be subsequently reported out containing your personally identifiable information not only to your professor, but also to professors of other universities and colleges within Connecticut State Colleges and Universities (CSCU) as part of subsequent originality reports.

You may decline to submit your work for originality reporting. If so, you must be provided an alternative method in which to submit your work. However, your professor, after removing your personally identifying information, may nonetheless submit limited portions of your academic work for originality reporting.

All Article Summaries will be submitted via a Safe Assign Assignment in the Blackboard Course Shell. Please note that assignments that are not submitted via Blackboard will not be accepted.

**Disclaimer:** The instructor reserves the right to amend any portion of this syllabus to meet the educational needs of the students in the course.



## **IMPORTANT COLLEGE POLICIES! PLEASE READ CAREFULLY!**

For information about the college's policies and procedures regarding academic honesty, accessibility/disability services, attendance, audio-recording in the classroom, grade appeals, plagiarism, religious accommodations, weather and emergency closings, and more, please go to the following website: [www.mxcc.edu/catalog/syllabus-policies/](http://www.mxcc.edu/catalog/syllabus-policies/) or scan the QR code with your smart phone. Also, please become familiar with the policies regarding nondiscrimination, sexual misconduct, and general student conduct at the following website: [www.mxcc.edu/nondiscrimination/](http://www.mxcc.edu/nondiscrimination/).

### **NON-DISCRIMINATION STATEMENT**

Middlesex Community College does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the additional basis of veteran status or criminal record.

The following people have been designated to handle inquiries or complaints regarding non-discrimination policies and practices:

#### **Primary Title IX Coordinator**

Dr. Adrienne Maslin

Dean of Students/Title IX and Section 504/ADA Coordinator

[amaslin@mxcc.edu](mailto:amaslin@mxcc.edu); 860-343-5759; Founders Hall Room 123

#### **Primary Title IX Coordinator**

Anastasia Pych

Director of Human Resources and Labor Relations

[apych@mxcc.edu](mailto:apych@mxcc.edu); 860-343-5751; Founders Hall Room 116