



TROY STATE UNIVERSITY

DRAFT SYLLABUS
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Course Syllabus

Course Title	Intergovernmental Relations
Course Number	PA 6640
Term of Course	Term 4: March 15 th – May 23 rd (2004)
Instructor	
	<u>Office Hours:</u> All emails will be addressed within 24 hours of receipt, Monday through Friday. For phone and facsimile points of contact, please see the Faculty Information component of the course web site.
Prerequisites	It is anticipated that students will possess varying degrees of prior knowledge about the field of intergovernmental relations obtained from other graduate and undergraduate courses in American Government, Public Administration, management, psychology, and sociology. It is expected that students are able to write clear, grammatically and syntactically correct papers, and to orally present their ideas.
Class Times	This online course is ten weeks in length. Each academic week begins on a Monday and ends on Sunday. Coursework for each week of instruction is due no later than Sunday of the assigned week unless otherwise indicated in assignment descriptions.
Course Description	Theory and practice of American federalism, factors influencing state and local policy choices, state and local responses to the urban problem, and the relationship of such problems to state and local administration. (Elective course).

Course Objectives

Students completing this course should:

- Be aware of the institutions of state and local government including legislatures, chief executives, courts and administrations, political parties, and interest groups.
- Have a realization of the diversity in the nature of state governments as seen through the variety of ways in which policies are considered and/or implemented.
- Possess an understanding of the relationship among national and state government, national and local government, and states and their local governments.
- Understand the importance, variations, and use of state constitutions and municipal charters.
- Recognize the function of administrative systems and the roles of professional public administrators in state and local government.
- Have improved analytical skills and writing ability because of participation in projects involving individual/group research and requirements for written submissions gauged against high standards of scholarship.
- Be able to discuss the concepts of ethical decision making and the importance of ethical behavior in the intergovernmental environment.
- Possess the ability to use computer technology to support studies of intergovernmental relations.
- Have the ability to analyze case studies applying the concepts of intergovernmental relations.

Text

O'Toole, Jr., L. J., (Ed). (2000). American Intergovernmental Relations (3rd ed.). Washington, D.C.: C Q Press.

Other Materials

Students will be directed to use the TSU online library and other Internet resources to accomplish various assignments. Assignment instructions will be elaborated in the course web site.

Methods of Instruction

The course will follow a four-module format. Each module will take 2-3 weeks to complete and will consist of threaded online discussions, case studies, written assignments and a quiz.

Course Outline

1. Module 1 : **Foundations of Intergovernmental Relations**

Dates: Mar 15th – 28th (Weeks One and Two)

Course Content: Theoretical underpinnings of federalism; historical ideology; models of national, state and local relations.

Reading Material: Textbook chapters 1-7 and other documents as assigned.

2. Module 2: **Political Aspects of Intergovernmental Relations**

Dates: Mar 29th – Apr 11th (Weeks Three and Four)

Course Content: Diversity; lobbying and coalitions; intergovernmental policy influences.

Reading Material: Textbook chapters 8-15 and other documents as assigned.

3. Week 5: **Proctored Mid Term Exam & Group Work**

Dates: April 12th – 18th

4. Module 3: **Fiscal & Administrative Aspects of Intergovernmental Relations.**

Dates: April 19th – May 2nd (Weeks Six and Seven)

Course Content: Grants, taxes and budgets; federal mandates; intergovernmental partnerships.

Reading Material: Textbook chapters 16, 17, 18, 23, 24, 25, and 27 as well as other documents as assigned.

5. Module 4: **Conflict Strategies & Judicial Federalism**

Dates: May 3rd – 16th (Weeks Eight and Nine)

Course Content: Review of intergovernmental conflict strategies; new federalism; and intergovernmental reform.

Reading Material: Textbook chapters 29-33 and other documents as assigned.

6. Week 10: **The Future of Intergovernmental Relations**

Dates: May 17th – 23rd (Week 10)

Grading Information

Assignments will be posted on a weekly basis in the appropriate area of the course web site. Each student's end of course grade will be determined by the quality of academic performance demonstrated in the assigned activities. Also, the end of course grade will be weighted proportionately as indicated on the table, below.

Activity/Element	Percent of grade	Numerical/Letter Grading Table
1. Threaded Discussions	15	90 - 100 = A
2. Homework & Case Studies	20	80 - 89 = B
	10	70 - 79 = C
3. Module Quizzes		60 - 69 = D
4. Proctored Exam	20	< 60 = F
5. Final Exam	15	
6. Group Study Project	20	

Activity/Element Descriptions

A weekly, cumulative summary of each student's progress will be provided by the instructor so they may check their progress.

1. **Threaded discussions.** During each module, relevant topics will be identified for class discussion. Students are expected to participate throughout the week, providing not only their own positions but also participating in academic dialogue with their classmates (student-to-student) and instructor (student-to-instructor). Minimum satisfactory participation is defined as posting a total of at least three responses, each provided on different days in any week a discussion topic is assigned. Grades are based on the degree of knowledge you display, the clarity of thought you portray, the quality of your interaction with others and your facility in applying the concepts mentioned in your textbook and associated readings.

2. **Case Studies.** During each module, the instructor will assign an article or case study for analysis. This will test your analytical skills, your comprehension of course material, and your ability to apply what you have learned. Grades are based on the degree of knowledge you display, the clarity of thought you portray in written communications, your facility in applying relevant concepts, and the length of your reply. No extra credit is given for answers that exceed suggested length.

3. **Module Quizzes.** At the end of each module, I will post an open book quiz. Quizzes are mandatory and are composed of true-false, multiple-choice, and short sentence-completion test items as well as short essay questions. As in the evaluation of any written assignment, grades are based on the degree of knowledge you display, the clarity of thought you portray in written communications, and your facility in applying relevant concepts.

**Activity/Element
Descriptions**

(Continued)

4. Homework Assignments. In any week in which there is not a quiz or exam, I will assign essay questions for your response. In conjunction with this activity, may also be required to research certain content via the Internet. The focus of homework will be to test your awareness of the actors, factors and environment of intergovernmental relations. It also affords you an opportunity to use computer technology to support your studies. . Grades are based on the degree of knowledge you display, the clarity of thought you portray in written communications, your facility in the research and application of relevant concepts, and the length of your reply. No extra credit is given for answers that exceed suggested length.

5. Proctored Exam. During week five, you will write a proctored examination. The examination not only tests your cumulative knowledge of course material but also it allows us to ensure the integrity of your work. The examination may consist of the following test items: matching, true-false, and short-sentence completion. It will also contain a significant written essay portion. This will be a closed book test. The examination will contain clear instructions on the weighting of various portions. Grades will be based on the correctness of answers as well as the degree of knowledge you display and the clarity of thought you portray in written communications.

6. Final Exam. During week nine you will complete an open-book, cumulative examination in the form of your final module quiz. Test items will be similar in structure to those mentioned above in the description of the proctored examination. . Grades will be based on the correctness of answers as well as the degree of knowledge you display and the clarity of thought you portray in written communications.

7. Group Study Project. In week six, you will be assigned to a group of about five students, which will be given a research topic. You will work together to produce (1) an outline of a report for approval, (2) a draft of the report for approval, and (3) a final report on the assigned topic. Report length, format, and style requirements will be described in the appropriate assignments area of our course web site. This activity will last three weeks. It not only contributes to your knowledge of federal, state and municipal governments but also it will enhance your learning through student-to-student interactions.

Course Policies

Make-up/Absence Assignment Policy

Students must participate in on-line courses, submitting on-time assignments each week. Student failures to fully participate should be rare exceptions and not the rule. If any part of course work is missed, either excused or unexcused, it must be made up.

**Course Policies
(Continued)**

Make-up assignments must be arranged with the professor in person. At a minimum, students will be required to submit 3-5 typed pages summarizing **each** of the chapters/readings assigned for the week missed. These summaries are due by Wednesday of the week following the missed module assignment. Scheduled assignments submitted late for **any** reason will be marked down at a rate of 10% of the total possible points.

Effort

Students should spend 6-8 hours minimum per week on this class. Log in to the course site, participate in the topic discussions and do the assigned tasks at least three times per week. Take care not to fall behind; online course work is difficult and sometimes impossible (e.g., missed discussions) to make up.

Americans With Disabilities Act

Any student whose disabilities fall within ADA must inform the instructor at the beginning of the term of any special needs or equipment necessary to accomplish the requirements of this course.

Standards of Conduct

The commission of or the attempt to commit any cheating and/or plagiarism are in violation of the Standard of Conduct stated in the *Troy State University Student Handbook*. Any student committing any of these offenses may be disciplined, up to and including suspension and expulsion. **Plagiarism is the use of words or ideas from someone else's work without giving them credit. Plagiarism occurs when you represent the words or ideas of another person as your own. It is academic and intellectual theft. To commit such an offense, whether it is in a research paper, an exam, an oral presentation, or any other course assignment, is unacceptable. The policy in this class will be that students who plagiarize will fail the course. Using another's work, regardless of the source, diminishes your credibility as a professional, and by association, it reduces the integrity of the discipline in general. Therefore, plagiarism in any form must be dealt with severely. Any papers prepared by someone other than the students in this class or which contain improperly cited quotations will receive an automatic F.**

**University
Policies**

**Learning
Resources**

Troy State University has an excellent on-line library to serve you. For graduate research, your most likely sources are professional and academic journals and there are numerous journal databases available for your use. Visit www.tsulearn.net and enter the library section to discover how to navigate through the various sources present there. In addition, your TSU site staff can provide you with a copy of *Troy State University Library Services on the World Wide Web*.

<p>Hardware & Software Requirements</p>	<p>Troy State University online courses require that the student have:</p> <ul style="list-style-type: none"> ➤ Access to a PC with the Windows 98 or higher operating system, or a Macintosh OS7 or higher. ➤ Connection to the internet and an email account ➤ Internet Explorer or Netscape browser, version 3 or higher java-enabled browser ➤ Microsoft Word or WordPerfect word processing software ➤ Connection to a printer
<p>Technology Usage Policy</p>	<p>The University's Information Technology System includes computing, information, technology and network resources. All users of this technology system are obligated to utilize the various resources responsibly, legally and ethically for their intended purpose. All students should read the policy before participating in online course activities.</p>
<p>Student Support</p>	<p>Distance learning administrative support is available online at http://www.tsulearn.net.</p> <p>Distance learning staff are identified at http://www.tsulearn.net -- "Contact Us".</p> <p>Assistance is available to students who experience difficulty using technology at the BlackBoard access web-page located at http://www.tsulearn.net -- "Access BlackBoard".</p>
<p>Additional Information</p>	<p>The course is presented in an asynchronous distance learning format. Participants are free to participate at times and places of their own choosing. All correspondence should be sent electronically since this is the primary mode of communication. When doing so, provide the following information in the subject line or at the top of the page (in this order): Course number, Last Name, First Name, Subject of Correspondence (reference assignment).</p>
<p>Supplemental Course Information</p>	<p>Throughout the course, supplemental materials may be made available to students. These supplemental materials will outline some of the major points covered in the reading assignments and in the lectures. This material will be made available as appropriate, and may also serve as a discussion-generating device. The lectures may address some of the points posed in the supplemental material and provide examples of how these central concepts pertain to intergovernmental relations.</p>