POLI 3303-115, CRN 60191, State and Local Government
Summer 2019
Texas A&M University-Central Texas
M/W 11:00-1:45
HH-203

INSTRUCTOR AND CONTACT INFORMATION
Instructor: Dr. John Koehler
Office: Heritage Hall 204Q
Phone: 254-501-5845
Email: j.koehler@tamuct.edu

Office Hours:
MW 10-11:00 and by appointment

Mode of instruction and course access:
This is a lecture course with required attendance. Attendance will be taken for each class. Readings are expected to be completed prior to each meeting so that students are roughly familiar with the material and prepared to participate in class activities. In addition to in class assignments, some assignments will be completed online. This course uses the A&M-Central Texas Canvas Learning Management System [https://tamuct.instructure.com].

Student-instructor interaction:
University email is the preferred method of communication. Every attempt will be made to respond to emails within 24 hours, however longer response times may take place over weekends and holidays. Students are welcome to come unannounced during office hours but appointments or notice is appreciated.

911 Cellular:
Emergency Warning System for Texas A&M University-Central Texas
911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911Cellular through their myCT email account.

Connect at 911Cellular [https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

Course Overview and description:
A study of state and local politics exploring differences in the branches of government and in direct democracy. The course provides an overview of the issues of federalism particularly in regards to issues of devolution and privatization.
Student Learning Outcomes:
By the end of the course, students should be able to:
1. Examine the current literature on state and local governance
2. Differentiate structural differences between states
3. Identify opportunities for civic participation in state and local government
4. Analyze the challenges facing states and local governments
5. Assess the success of state and local governments and critique alternative approaches to governance

Required Readings

Additional readings such as journal articles can be found through the libraries database or be provided by the instructor.

The book is required and available for purchase at the bookstore. You are under no obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

COURSE REQUIREMENTS

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<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Discussion Board</td>
<td>150</td>
<td>15</td>
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<tr>
<td>Article Reviews (4)</td>
<td>200</td>
<td>20</td>
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<tr>
<td>Take home Midterm</td>
<td>250</td>
<td>25</td>
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<tr>
<td>Attendance and participation</td>
<td>100</td>
<td>10</td>
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<tr>
<td>Final Exam</td>
<td>300</td>
<td>30</td>
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<tr>
<td><strong>Total Possible</strong></td>
<td><strong>1000</strong></td>
<td><strong>100</strong></td>
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895+ = A    795-894=B    695-794=C    595-694=D    594 or lower = F

**Grading Criteria Rubric and Conversion**
Discussion boards will open once a week on Canvas. They will require responses to particular questions related to readings or current events. Comments must be meaningful, useful, and most importantly, respectful. Expectations for the paper are provided below. The attendance score will be reduced by 1 percentage point for each unexcused absence. Exams will contain a mixture of question types such as short answer and multiple choice questions, the final exam is cumulative.

Each student will be responsible for completing four journal article reviews 1.5 pages. **Canvas will be where you find articles to review and where you turn in reviews.** To be included in each review are: identify the thesis; outline and critique the argument; connect the article to the broader literature (this can be done by contrasting it to preconceived notions, connect it to other ideas/literature, suggest how it can lead to future questions). Formatting guidelines are as follows: double-spaced lines, one-inch margins (i.e., top,
Posting of Grades
Grades will be posted on Canvas within a couple of days of each assignment.

COURSE OUTLINE AND CALENDAR

<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Assignments</th>
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<tbody>
<tr>
<td>Week 1</td>
<td>Intro Federalism</td>
<td>Ch 1 and 2</td>
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<td>Week 2</td>
<td>Constitutions</td>
<td>Ch 3 and 4</td>
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<td>Elections</td>
<td>Review 1 due</td>
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<td>Week 3</td>
<td>Parties and IGs</td>
<td>Ch 5, 6 and 7</td>
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<td></td>
<td>Legislatures</td>
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<td>Governors</td>
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<td>Week 4</td>
<td>Public administration</td>
<td>Ch 8, 9</td>
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<td></td>
<td>Judiciary</td>
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<tr>
<td>Week 5</td>
<td>Local Government</td>
<td>Ch 10, 11, and 12</td>
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<td>Leadership</td>
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<td>State relations</td>
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<td>Week 6</td>
<td>Taxation and</td>
<td>Ch 13, 14</td>
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<td>Development</td>
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<td>Week 7</td>
<td>Policy</td>
<td>Ch 15-17</td>
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<td>Week 8</td>
<td>Policy</td>
<td>Ch 18</td>
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<td>Final Exam</td>
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Excused Absences, Make-Up Work, and Late Work
Late work will reduced one letter grade for each day late. No exam will be made up without an excused absence. Make up exams are scheduled at the instructor’s convenience.

Important University Dates:
Jun 3  Add, Drop, and Late Registration Begins for 10-, 8- and First 5-Week Classes. $25 fee assessed for late registrants.
Jun 3  Classes Begin for First 5-, 10-, and 8-Week Session
Jun 6,  Deadline to Drop First 5-Week Classes with No Record
Jun 10, Deadline to Drop 8-Week Classes with No Record
Jun 18, Deadline to Drop 10-Week Classes with No Record
Jun 21, Deadline to Drop First 5-Week Classes with a Quit (Q) or Withdraw (W)
Jun 21, Student End of Course Survey Opens (First 5-Week Classes)
      Deadline for Teacher Education and Professional Certification Applications (i.e. Principal, Reading Specialist, etc.)
Jul 1,  Independence Day (*University Closed*)
Jul 4,  Classes End for First 5-Week Session
Jul 5,  Deadline for Graduation Application for Summer Ceremony Participation
Jul 5,  Deadline to Withdraw from the University for First 5-Week Classes
Jul 8  Add, Drop, and Late Registration Begins for Second 5-Week Classes. $25 fee assessed for late registrants.
Jul 8,  Classes Begin Second 5-Week Session
Jul 8,  Student End of Course Survey Opens (First 5-Week Classes)
Jul 9,  Deadline for Faculty Submission of First 5-Week Final Class Grades (due by 3pm)
Jul 11 Deadline to Drop Second 5-Week Classes with No Record
Jul 12 Deadline to Drop 8-Week Classes with a Quit (Q) or Withdraw (W)
      Deadline for Final Committee-Edited Theses with Committee Approval Signatures to Office of Graduate Studies for Summer Semester
Jul 12, Student End of Course Survey Opens (8-Week Classes)
Jul 19, Deadline to Drop 10-Week Classes with a Quit (Q) or Withdraw (W)
Jul 26, Classes End for 8-Week Session
Jul 26, Deadline to Drop Second 5-Week Classes with a Quit (Q) or Withdraw (W)
Jul 26, Deadline to Withdraw from the University for 8-Week Classes
Jul 26, Student End of Course Survey Opens (10- and Second 5-Week Classes)
Jul 29, Student End of Course Survey Closes (8-Week Classes)
Jul 30, Deadline for Faculty Submission of 8-Week Final Class Grades (due by 3pm)
Aug 1,  Deadline for GRE/GMAT Scores to Office of Graduate Studies
Aug 9,  Classes End for 10- and Second 5-Week Sessions
Aug 9,  Deadline for Applications for $1,000 Tuition Rebate for Summer Graduation (5pm)
Aug 9,  Deadline for Summer Degree Conferral Applications to the Registrar’s Office. $20 Late Application Fee.

Technology Requirements
This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [https://tamuct.instructure.com].

  Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)
  Password: Your MyCT password

Canvas Support
Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953.
For issues related to course content and requirements, contact your instructor.
Other Technology Support
For log-in problems, students should contact Help Desk Central.
24 hours a day, 7 days a week:
   Email: helpdesk@tamu.edu
   Phone: (254) 519-5466
   Web Chat: [http://hdc.tamu.edu]

Please let the support technician know you are an A&M-Central Texas student.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy.
If you discover that you need to drop this class, you must complete a Drop Request Form [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar’s Office will provide a deadline on the Academic Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar’s Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar’s Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity.
Texas A&M University-Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student’s academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student’s work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university’s Office of Student Conduct. Ignorance of the university’s standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Academic Accommodations.
At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive
equal access to the university’s programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our Access & Inclusion webpage [https://www.tamuct.edu/student-affairs/access-inclusion.html].

**Important information for Pregnant and/or Parenting Students.**

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education’s Office of Civil Rights, the Dean of Student Affairs’ Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the Student Affairs web page [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution’s Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University’s Title IX Coordinator.

**Tutoring.**

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at deeadra.albertgreen@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to login and receive FREE online tutoring and writing support. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

**University Writing Center.**
Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours in the University Library Monday thru Thursday from 6:00-9:00 p.m. This semester, the UWC is also offering online only hours from 12:00-3:00 p.m. on Saturdays.

Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via WCOnline at [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu for any assistance needed with scheduling.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students’ ideas and writing, our tutors highlight the ways in which they read and interpret students’ texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

If you have any questions about the UWC, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

University Library.
The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all
ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [http://tamuct.libguides.com/index].

**A Note about Sexual Violence at A&M-Central Texas**

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don’t agree with their behaviors and tell survivors we will support them. Your actions matter. Don’t be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/departments/compliance/titleix.php).