
POLI 242 State and Local Government (Hybrid) University of Wisconsin – Stevens Point, Spring 2021	
Instructor	Dr. Saemyi Park
Class Location & Time	Online Meeting on Tuesday In-Person Meeting on Thursday (12:30 PM-1:45PM) at CCC 101
Office Hours	Wednesday from 11 AM to 1 PM or by appointment
Email	spark@uwsp.edu (Please do not use the Canvas inbox.)

A NOTE FOR ALL STUDENTS

I know that this is still a difficult time for all of us. Many of you are now working in non-ideal conditions. In planning the semester, I have tried to accommodate this in several ways, as you will see below. Here is an outline:

1. **Hybrid:** this course is a hybrid course that we have **online asynchronous meetings on Tuesday** and **in-person meetings on Thursday during class time**. I will utilize the course site in Canvas for Tuesday to share learning materials with you. You can complete readings when you can prior to Thursday's in-person meeting. Meanwhile, we will have enough face-to-face classes on Thursday for a brief lecture and in-depth discussion that will occur in a safe environment. For more information, please read **pages 3-4** and see **the course calendar** on **page 9**.
2. **Learning Options:** students are expected to stay in the original modality of the course. But, I will also provide an alternative way for some students who are unable to attend in-person classes due to health concerns, unsupportive living conditions, and/or other legitimate reasons. Face-to-face meetings will be **live-streamed** via Zoom, so you can still attend in-person classes without being physically in the classroom. Please note that class recordings will NOT be shared as they are not intended to be a replacement or substitute for missing the scheduled class meetings. For more information, please read **pages 3-4**.
3. **Grading:** my goal for this course is to invite you to engage in the informed discussion about political parties and elections in contemporary American politics. I am less interested in mechanically evaluating your performance with a letter grade. So, I will take into account how hard, stressful, confusing, and complicated life currently is while grading. Everyone should expect to pass this course if you complete the required coursework by its deadlines. You will complete a reasonable amount of work each week (please note that 6-9 hours study time per week are expected for a 3-credit course). And, I will do my best to be available when you need help. Please utilize my **weekly online office hours** and **The Muddiest Point Forum** (read **pages 6 & 8** for more information).
4. I know that our in-person class is going to feel very different. We will wear masks or face coverings while you will be assigned seats that allow for 6 feet of separation from your classmates. We will not be allowed to eat/drink or take off masks/face coverings in class. And you will need to take COVID-19 testing regularly. It will still take some time for all of us to get used to, but **I am very confident that we can make it work and have a great semester!**

COURSE DESCRIPTION

While many people are somewhat familiar with the issues, institutions, and actors that define our national government and politics, many are unaware of what goes on at the state and local level. It is at these lower tiers of the American federal system where the majority of decisions that most directly affect our daily lives are made. In POLI 242, students will learn how the state and local political framework is structured within the American federal system and how it functions as a system comprised of various individual and group interests. This course examines political institutions, actors, and issues within American state and local governments. Among other topics, our class will discuss federalism, political culture, state campaigns and elections, public policies, constitutional provisions, and state government branches (legislative, executive, and judicial). At some points, we will closely look at the politics that are relevant to the state of Wisconsin, while at other times we will examine political matters in other states. Overall, this class introduces students to a plethora of important concepts and theories relating to sub-national governments.

STUDENT LEARNING OUTCOMES

After successfully completing this course, students will be able to:

1. Explain the constitutional division of powers between the federal government and the state government, and the evolution of that relationship over time
2. Analyze the structure and functions of the institutions of state and local government
3. Identify the varying roles of the decision-makers at each level of government
4. Review key issues that consistently impact the activities of state and local government
5. Measure factors in the political environment that affect the public policy process

Students will meet the outcomes listed above through a combination of the following activities in this course:

- Complete readings and learning materials
- Take two exams
- Participate in-class discussion
- Complete a variety of activities to analyze the data covering the topics
- Conduct the research project & Deliver the oral presentation on the research
- Write a reflective essay

REQUIRED READINGS

The following books have been ordered at University Bookstore for textbook rental:

- Title: ***“Governing States and Localities”*** (7th Edition)
- Authors: **Kevin B. Smith and Alan Greenblatt**
- Year: **2019**
- Publisher: **Sage & CQ Press**

COURSE REQUIREMENTS

	Weight	Due Date
Midterm Exam	20%	March 18 (Thursday) by 11:59 PM
Final Exam	25%	May 20 (Thursday) by 11:59PM
Paper	15%	April 8 (Thursday) by 11:59PM
Research Project & Presentation	20%	May 18 (Tuesday)
Attendance & Participation	20%	Every class
Total:	100%	

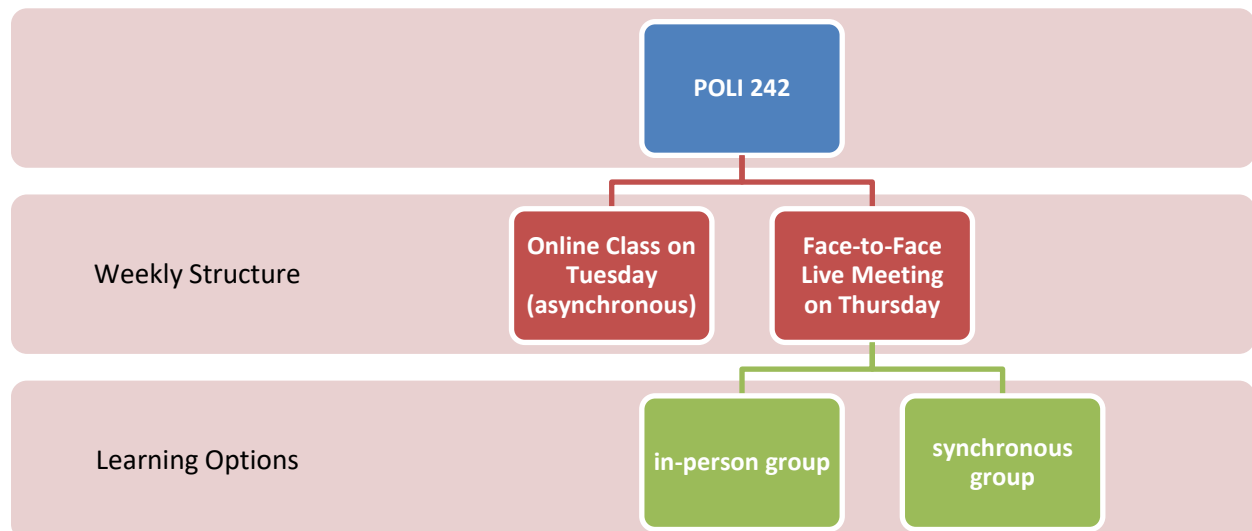
GRADING SCALE

Grades will be determined according to the university’s standard scale. There is no curve, so you receive what you earn.

A	94-100	C+	77-79
A-	90-93	C	73-76
B+	87-89	C-	70-72
B	83-86	D+	67-69
B-	80-82	D	63-66
		F	Below 63

Note: students must complete ALL the required work in order to be eligible to receive a passing grade in the course. **You do NOT have the option to “take a zero” on an assignment.** Not completing all the required work will result either in a final grade of incomplete until the work is submitted or an F for the course.

COURSE STRUCTURE



POLI 242 is a hybrid course. Each week's class is structured in a similar way so that you can expect what you are asked to do. Basically, there are two components in each week's class meetings as follow:

- **Online Meeting on Tuesday**
 - Course materials (readings, data, etc.) will be shared in the course site each week.
 - Students are asked to complete them BEFORE coming to an in-person class.
 - Ideally, students are encouraged to complete learning materials by Tuesday.
- **Face-to-Face Meeting on Thursday**
 - We will meet at CCC 101 during the class time on Thursday.
 - There are **12 face-to-face meetings** over the course of the semester.
 - Please make sure to see the course calendar on page 9 as we will not have in-person meetings in May. All classes in May will be online.

MODALITY OPTIONS

Generally, students are expected to remain in the original modality of this course: in-person group. **If you have health concerns and/or encounter difficult life circumstances that prevent you to physically attend the in-person meeting on Thursday, please contact me now.** I will allow you to attend synchronous meetings on Thursday, but **the decision will be made on a case-by-case basis.**

- **In-Person Group** (most students)
 - You will complete weekly learning materials online on Tuesday. Then, you will attend a face-to-face meeting on Thursday at [TBA]
 - **Covid Testing**
 - All students who come on university property regularly are asked to test every two weeks.
 - Please schedule tests at <https://weberhealthlogisticsuwstevenspoint.schedulista.com/>
 - I recognize that some students in the in-person group may not be able to attend some in-person classes. If it is the case, please contact me. I will allow you to attend the face-to-face live meeting. But, you need my permission in advance.
- **Synchronous Group** (some students)
 - If you are allowed to take an online pathway, you can attend class with **a live-streamed Zoom meeting.**
 - You must turn on your video and remain attended till the end of class.
 - You need to mute your microphone unless you are asked to participate in the discussion.
 - You will have an opportunity to ask questions (via chat) and participate in class discussion (via unmuting) during class time.
 - Your attendance and participation will be checked as it is a part of your grade.
 - Class recordings will not be shared as they are not intended to be a replacement or substitute for attending the lecture.
 - Enrollment in this course indicates your consent to audio and video recording for educational purposes related to this course.

ASSIGNMENT DESCRIPTIONS

A. Midterm Exam (20%) and Final Exam (25%)

You have **two online exams** in this course. The mid-term exam (**March 18**) will include materials covered in the first part of the course. The final exam (**May 20**) will NOT be cumulative, and questions will cover the second half of the course. You will take the exams in Canvas, and they will be open at 9 AM and close at 11:59 PM on each scheduled date. You will be given two hours to take the test. Once you start the test, you are NOT allowed to take a break for return. Because it is an online exam that is open for a day, students would not have a make-up exam opportunity (for exceptions, read page 7). The format of exams is a combination of multiple-choice and short identification questions. We will have a **synchronous review session** before each exam during the class time (March 16 & May 13). You will also receive a **study guide** a week prior to each exam day.

B. Essay (15%)

Over the course of the semester, several essay topics will be provided. Some of these essay prompts will ask you to engage with debates raised in the readings. Others will ask you to apply class lessons to real-world state and local politics. You will be asked to write **ONE essay** in response to these topics by **April 8** (Thursday). Paper guidelines will be detailed in a separate handout, which will be uploaded to the course site in Canvas. Please note that **I do not consult your paper via email**. Please utilize my weekly office hours or make an appointment for the Zoom meeting.

C. Research Project & Oral Presentation (20%)

You are asked to conduct in-depth research on one of the topics covered in class. Your research project will be presented as a Narrated PowerPoint presentation or any other form of **video recording**. You can use the voice/video recording function in PowerPoint or the screen recorder program "Screencast-O-Matic," which is free and easy to use. Or, you can use the record function with Zoom. Your oral presentation should be less than 7-minute long, and must be submitted by 11:59 PM, **May 18** (Tuesday). You are also asked to watch and respond to **TWO** other students' presentations. This **peer review** is a required component of this final project, and it should be completed by May 20 (Thursday). More detailed information will be posted in the course site at Canvas.

D. Attendance and Participation (20%)

Regular and prompt attendance, active participation, and mature attentiveness during lecture meetings are critical for your learning and successful completion of the course. Students are expected to be on time and contribute to class discussion in each in-person meeting. I will provide you with a variety of activities to promote in-depth discussion about the topic covered in the given week. Class discussion and activities will provide you with an opportunity to fully understand the issues. Examples are data analysis, oral presentation, discussion, debate, 5-min. writing, and more. Your attendance and participation will be evaluated based on the following criteria: attendance, frequency, quality, and listening. The rubric will be uploaded to the course site in Canvas.

COURSE POLICIES

A. Readings & Learning Materials

Students are required to complete each week's required readings BEFORE in-person class on Thursday.

B. Office Hours

I will have regular office hours via Zoom on **Wednesday from 11 AM to 1 PM (Feb. 3-May 12)**. These two hours are reserved for you. Please utilize this opportunity to make yourself clear with course materials. If my regular online office hours do not work for you, you can certainly schedule an online meeting for a different time and date. Just email me to set up the appointment. The Zoom link will be posted in the course site.

C. Canvas

I maintain a page for this course at the Canvas site. It will be open at 9 AM, January 25 (Monday). Canvas is your friend as you will spend a lot of time with it every day! You will read the assigned readings, take the exams, submit the essay, attend the live-streamed face-to-face meetings, submit the final research project, and ask questions to the Muddiest Point Forum.

D. Email Communication

I will do my best to help to make your learning experience as smooth and enjoyable as possible. If you have questions, please email me via spark@uwsp.edu. It is the primary method of contact for me. Please do not use the Canvas inbox for communication. I will check my email twice a day during the weekdays (in the morning & in the afternoon before 5 PM). You can expect me to respond to your email within 24 hours. If you don't hear from me within 24 hours, please email me again to remind your previous inquiry. Please note that I may not be able to respond to you at late night and/or during the weekend.

When you email me, please follow **the professional email format** shown in the picture below:

In parenthesis, include the course number and a brief topic of your inquiry in the subject line

A proper salutation

Indicate your name

Brief contents

E. Honesty

Any instance of academic misconduct will be taken seriously and may result in failure of the course. Misconduct will result in notification to the Dean of Students. If you are having a problem, it is much better to talk to me about it. Do not struggle by yourself. I want you to learn and do well in this course, not punish you with a lower grade. Talk to me if you are having a problem so I can try to help you work out a solution.

F. Late Work & Attendance

A late penalty of 10% will be applied for work turned in late, within 7 calendar days of the original due date. After this, late work will not be accepted. This applies to all types of work required in this course such as class activities, exams, papers, and presentations.

Excused absences and/or extension on the assignments

- If you are required to attend the university-sponsored activities (athletic games etc.)
- If you are seriously ill and/or your immediate family members are seriously ill

For the first case, you need to contact me at the beginning of the semester to discuss your scheduled event(s). For the second case, you must contact me immediately after the unforeseen circumstance occurs (within 24 hours). You must provide an official document to prove your excuse, and I reserve the right to determine if you will be given an extension or excused for absence.

- If you are given the make-up exam, it will be all essay forms instead of multiple-choice questions. You will take it on the final day of class or on the date I chose.
- If you are excused for a face-to-face meeting, you will be given the alternative assignment to replace your absence. You may not be allowed to take more than three excused absences over the semester.

G. FERPA: Important Policy on Instructional Materials

Learning materials and recordings for POLI 316 Parties and Elections are protected intellectual property at UW-Stevens Point. Students in this course may use the materials and recordings for their personal use related to participation in this class. Students may also take notes solely for their personal use. If a lecture is not already recorded, you are not authorized to record my lectures without my permission unless you are considered by the university to be a qualified student with a disability requiring accommodation [Regent Policy Document 4-1].

Students may not copy or share lecture materials and recordings outside of class, including posting on internet sites or selling to commercial entities. Students are also prohibited from providing or selling their personal notes to anyone else or being paid for taking notes by any person or commercial firm without the instructor's express written permission. Unauthorized use of these copyrighted lecture materials and recordings constitutes copyright infringement and may be addressed under the university's policies, UWS Chapters 14 and 17, governing student academic and non-academic misconduct.

H. The Muddiest Point Forum

I create the forum where you can post questions. If you have a **general course question** (not confidential or personal in nature), please post it to the Muddiest Point Forum found on the course homepage.

- *Do you have hard time to understand concepts or theories?*
- *Do you want to be checked if you correctly comprehend the topics?*
- *Is the paper guideline unclear to you?*

Please post these questions to the Muddiest Point Forum. I will post answers to all general questions there so that all students can view them. Students are encouraged to answer each other's questions too.

I. Ground Rules

This course is open to a variety of ways of interpreting history, theories, and policies. Students are encouraged to share their questions and ideas in class. Since there will be differences and disagreements, students are expected to show respect to the comments and positions of fellow students and me.

Course Calendar

(Topics, readings, films, and schedule are subject to announced change by instructor.)

Week	Topic	Reading	Tuesday	Thursday
W1	Welcome to POLI 242		[1/26] no class	[1/28] in-person
W2	Introduction to State and Local Government	Ch. 1	[2/2] online	[2/4] in-person
W3	Federalism	Ch. 2	[2/9] online	[2/11] in-person
W4	Constitutions	Ch. 3	[2/16] online	[2/18] in-person
W5	Finance	Ch. 4	[2/23] online	[2/25] in-person
W6	Political Attitudes and Participation	Ch. 5	[3/2] online	[3/4] in-person
W7	Film Presentation I		[3/9] online	[3/11] in-person
W8	The Midterm Exam Week		[3/16] a review session (online synchronous)	[3/18] Midterm Online Exam
W9	Legislatures	Ch. 7	[3/30] online	[4/1] in-person
W10	Governors and Executives	Ch. 8	[4/6] online	[4/8] in-person
W11	The Courts	Ch. 9	[4/13] online	[4/15] in-person
W12	Education Policies	Ch. 13	[4/20] online	[4/22] in-person
W13	Health and Welfare Policies	Ch. 15	[4/27] online	[4/29] in-person
W14	Local Government	Ch. 11	[5/4] online	[5/6] online synchronous
W15	Film Presentation II		[5/11] online	[5/13] a review session (online synchronous)
	The Final Exam Week		[5/18] Research Presentation Due	[5/20] Final Online Exam