The mission of Motlow State Community College is to enrich and empower its students and the community it serves.

MOTLOW STATE COMMUNITY COLLEGE
POL 2010 STATE & LOCAL GOVERNMENT
FALL/SPRING/SUMMER YYYY

This Course Outline is subject to change with notice.

Credit Hours: 3

Prerequisites: N/A

Catalog Description:

Course Description:

This course is a study of the forms and functions of state and local government in the United States, with particular emphasis on government in the State of Tennessee.

Instructor:
Dr. Joseph S. Doe
Assistant Professor of Political Science
Office: SH 508 (Main Campus)
Office telephone: 555-1212
Email: jdoe@mscc.edu
Office hours: Monday and Wednesday: 8:00 – 9:30, 11:15 – 12:15; 2:00 – 4:00; Tuesday and Thursday: 8:00 – 10:00.
Academic Advising Hours: Tuesday and Thursday: 2:00 – 4:00.

Required Textbook(s):

Governing States and Localities
Authors: Keven B. Smith and Alan Greenblatt
Edition: Fourth Edition

Student Learning Goals:
1. Describe a federal system and contrast it with a unitary system of government.
2. Describe the pluralist model and contrast it with the power-elite model.
3. Explain lobbying at the national level.
4. Explain lobbying at the state level.
5. Explain the differences among the party systems of the fifty states.
6. Describe the interplay of national and state politics.

Student Learning Objectives:
1. Describe a federal system and contrast it with a unitary system of government.
2. Describe the pluralist model and contrast it with the power-elite model.
3. Explain lobbying at the national level.
4. Explain lobbying at the state level.
5. Explain the differences among the party systems of the fifty states.
6. Describe the interplay of national and state politics.
7. Describe the different types of primaries.
8. Describe the main features of elections for state offices.
9. Describe the typical features of state constitutions.
10. Describe the amendatory process for state constitutions.
11. Describe the characteristics, organization, and procedures of state legislatures.
12. Explain the pros and cons of bicameralism and unicameralism.
13. Explain the major United States Supreme Court cases dealing with legislative reapportionment.
14. Explain recent trends regarding the office of governor.
15. Describe the proposal to reorganize the executive branch of state governments and the effects of reorganization.
16. Explain the legislative and judicial functions of governors.
17. Describe the emergency powers of governors.
18. Explain the role of judges as policy makers.
20. Describe the general functions of trial courts.
21. Describe the important powers of appellate courts.
22. Explain the major ways in which state judges are chosen.
23. Describe the movement to reform state judicial systems.
24. Describe state administration.
25. Describe state-local relations.
26. Describe basic features of county government.
27. Describe basic features of municipal government.
29. Describe state and local policy making.
30. Describe how state and local governments are financed and staffed.
31. Describe the development of Tennessee’s constitution.
32. Describe the methods of amending the Tennessee constitution.
33. Describe the main features of Tennessee’s election laws.
34. Describe the composition and organization of the Tennessee legislature.
35. List the qualifications and terms of the Tennessee legislature.
36. Describe the regular and special sessions of the Tennessee legislature.
37. Describe the committee system in the Tennessee legislature.
38. Explain the basic difference between legislation and administration.
39. Describe the qualifications and tenure potential of the Governor of Tennessee.
40. Describe the powers of the Tennessee Governor and list the sources of the powers.
41. Compare the basic powers of the Tennessee Governor with those of other state governors.
42. Describe the budget process in Tennessee State Government.
43. Describe Tennessee’s civil service system.
44. Describe the structure and functions of Tennessee’s judicial system.
45. Describe the methods of selecting Tennessee judges.
46. Describe the basic features of Tennessee’s tax structure.
47. Compare the tax structure of Tennessee with those of other states.
48. Describe the health services in Tennessee.
49. Describe the basic features of welfare in Tennessee.
50. Describe the basic features of education in Tennessee.
51. Describe the basic features of local government in Tennessee.

**Major Assignments and Method for Calculating the Final Grade:**

The student’s final grade in this course is based upon a weighted percentage system based upon the following factors:

a) The average of 14 brief online Chapter Quizzes (one per chapter) weighted at 15% of the final grade
b) The average of four (4) online Exams weighted at 60% of the final grade
c) The average of three (3) Research & Writing Activities weighted at 15% of the final grade
d) The percentage of completed acceptable Discussion Question Responses weighted at 10% of the final grade

**Grading Scale:**

Grades will be assigned as follows:

A = 90 – 100; B = 80 – 89; C = 70 – 79; D = 60 – 69; F = less than 60

**Course Policies:**

**Academic Misconduct Policy:**

Plagiarism, cheating, and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly, through participation or assistance, are immediately responsible to the instructor of the class. Based on their professional judgment, instructors have the authority to impose the following academic sanctions: (a) require the student to repeat the assignment for full or partial credit; (b) assign a zero, an F, or any other grade appropriate for the assignment or examination; (c) assign an F for the course. In addition, disciplinary sanctions may be imposed through the regular institutional procedures. For more information, see MSCC Policy 3:02:00:03.

**Classroom Misconduct Policy:**

The instructor has the primary responsibility for maintenance of academic integrity and controlling classroom behavior, and can order temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct that violates the general rules and regulations of the institution for each class session during which the conduct occurs. Extended or permanent exclusion from the classroom, beyond the session
in which the conduct occurred, or further disciplinary action can be effected only through appropriate procedures of the institution.

Disruptive behavior in the classroom may be defined as, but not limited to, behavior that obstructs or disrupts the learning environment (e.g., offensive language, harassment of students and professors, repeated outbursts from a student which disrupt the flow of instruction or prevent concentration on the subject taught, failure to cooperate in maintaining classroom decorum, etc.), text messaging, and the continued use of any electronic or other noise or light emitting device which disturbs others (e.g., disturbing noises from beepers, cell phones, palm pilots, lap-top computers, games, etc.). For more information, see MSCC Policy 3:02:00:03.

**Emergency Procedures Policy:**

In case of a **medical emergency** we will immediately dial 9-911 and report the nature of the medical emergency to emergency response personnel. We will try to stay with the person(s) in need and maintain a calm atmosphere. We will talk to the person as much as possible until response personnel arrive on campus, and we will have someone go outside to meet emergency personnel and direct them to the appropriate location.

In the event of an emergency (drill or actual), a signal will be sent. Based on that signal, students will follow the procedures below for that specific type of emergency:

**Loud warbling sound throughout Building (FIRE)**

Collect purses and coats and proceed immediately out of your room and exit through the closest emergency exit. Proceed to the Designated Assembly Area closing windows and doors as you exit. Remain there until the "All Clear" Signal is given by an Emergency Management Team member. (Instructors- Provide your Designated Assembly Area, and its location to students)

**Tornado Siren (SEVERE WEATHER):**

Proceed to the closest designated severe weather shelter on the 1st floor and proceed all the way into the shelter. Crouch down on the floor with your head between your knees facing away from the outside walls. Remain there until the "All Clear" Signal is given. (Instructors- Provide the recommended room number or hallway location to students)

**Air Horn (1 Long Blast) and Face to Face All Clear (INTRUDER/HOSTAGE):**

Ensure door is closed, locked and lights turned off. If your door will not lock, move some tables and chairs in front of the door quickly. Move immediately to the rear of the room away from the door and sit on the floor- out of sight if possible. Remain calm and quiet and do not respond to any inquiries at the door unless you have been given the "All Clear" and a member of law enforcement or your campus Emergency Management Team member makes face-to-face contact at your door.
Classroom Locked-door Policy:

In order to adhere to MSCC Emergency Preparedness Policy and to facilitate effective classroom management, the classroom door will remain closed and locked for the duration of the class period.

Educational Technology:

Accessing Campus Computers or the MSCC Library from off Campus:

Your Username format is your First Initial, Last Name and Month and Day Birthday in the Format of MMDD. Example: Marcia Smith born on April 11, 1992 - Username: msmith0411. Your Pin will be the numeric pin you created when you initially applied to Motlow College.

Using D2L:
For help with D2L including how to submit materials to a Dropbox, see this page: http://www.mscc.edu/techtube.aspx

Technical Support/Assistance:
Students having problems logging into a course, timing out of a course, using course web site tools, or any other technical problems, should contact the MSCC Technology Help Desk at 931-393-1510 or toll free 1-800-654-4877, Ext. #1510 (ord2lhelp@mscc.edu)

Disability Services/Accommodations:

Motlow College is committed to meeting the needs of qualified students with disabilities by providing equal access to educational opportunities, programs, and activities in the most integrated setting appropriate. This commitment is consistent with the College's obligations under Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act of 1990 (ADA). Together, these laws prohibit discrimination against qualified persons with disabilities. To this end, the Director of Disability Services for Motlow College coordinates services and serves as an advocate and liaison for students with disabilities attending Motlow College. Contact the Director of Disability Services here: http://www.mscc.edu/disability/index.aspx.

Students with disabilities who would need assistance in an emergency evacuation should self-disclose that need to the instructor no later than the second day of class or second group meeting.

Confidentiality of Student Records:

The education records of current and former students at Motlow State Community College are maintained as confidential records pursuant to The Family Educational Rights and Privacy Act (FERPA) of 1974 as amended. For further information, see MSCC Policy No. 3:02:03:00.
**Student Success:**

**Tutoring:**

MSCC Instructors can guide students to specific resources regarding Tutoring in their discipline. In particular, students may find help with Math and Essay Writing via each campus’ Learning Support labs. Students should contact the labs on their campus to schedule appointments for help. For additional help, see the Student Success page: [http://www.mscc.edu/student_success/index.aspx](http://www.mscc.edu/student_success/index.aspx)

**Academic Advisement:**

MSCC Instructors can guide students to specific resources regarding Advisement. For additional help, see the Academic Advisement page: [http://www.mscc.edu/advisement/index.aspx](http://www.mscc.edu/advisement/index.aspx)

**Calendar**

This course calendar is only intended to serve as a general guideline. While every effort will be made to adhere closely to this calendar, adjustments may have to be made for unforeseen circumstances such as inclement weather.

<table>
<thead>
<tr>
<th>Week</th>
<th>End Dates</th>
<th>Topic/Activity</th>
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| 1    | mm-dd-yyyy | *Chapter 1: Introduction to State & Local Government*  
Chapter 1 Quiz and Discussion Question due by Sunday mm-dd-yyyy @ 11:59 p.m. |
| 2    | mm-dd-yyyy | *Chapter 2: Federalism: The Power Plan*  
Chapter 2 Quiz and Discussion Question due by Sunday mm-dd-yyyy @ 11:59 p.m. |
| 3    | mm-dd-yyyy | *Chapter 3: Constitutions: Operating Instructions*  
Chapter 3 Quiz and Discussion Question due by Sunday mm-dd-yyyy @ 11:59 p.m. |
| 4    | mm-dd-yyyy | *Chapter 4: Finance: Filling the Till & Paying the Bills*  
Chapter 4 Quiz and Discussion Question due by Sunday mm-dd-yyyy @ 11:59 p.m.  
**EXAM 1: Chapters 1—4 by Sunday 2-16-13 @ 11:59 p.m.** |
| 5    | mm-dd-yyyy | *Chapter 5: Political Attitudes & Participation: Venting & Voting*  
Chapter 5 Quiz and Discussion Question due by Sunday mm-dd-yyyy @ 11:59 p.m.  
**RWA 1 due by Sunday 2-23-14 @ 11:59 p.m.** |
| 6    | mm-dd-yyyy | *Chapter 6: Parties & Interest Groups: Elephants, Donkeys & Cash Cows*  
Chapter 6 Quiz and Discussion Question due by Sunday mm-dd-yyyy |