

URBS 401/501: Foundations
Thursdays, 2:00 – 4:45
MH 112
Fall 2009

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Office Hours:

Tuesday:

8:00 – 9:30

11:00 – 12:30

Wednesday:

3:00 – 6:00*

* *Via e-mail or by appointment on Edina campus*

Thursdays:

8:00 – 9:30

11:00 – 12:30

Course Description

Foundations is designed to give a broad survey of the fields of planning and management, and examine the intricate ties between the two fields. Public sector work is both internal (in the hierarchies and political processes followed by staff and elected officials) and external (by the constant contact with the public).

This course will provide an overview as to what planners and managers *do*, the vocabulary of the profession, the basic techniques of the field such as reading a plat, and insight into what it is like working in the profession of public service.

D2L Use

This course will rely heavily on D2L for communication and course materials. If you have not yet activated your account, you must do so immediately. If you experience trouble with activation, contact the Academic Computing Help Desk at 507-389-6654.

Books and Materials

There are two books assigned for this course:

Porterfield, G. and Hall, K (1995). *A Concise Guide to Community Planning*. New York, NY.: McGraw-Hill.

Kemp, Roger (1998). *Managing America's Cities: A Handbook for Local Government Productivity*

Course Grades

Grades will be given based on a points systems. There are 135/ 155 (Grads) points available for the course. The University has adopted a new grading policy allowing “shaded” grades. This course will use this system:

Grading Scale
Percentage

A+	97 - 100%	C+	77 - 79%
A	94 - 96%	C	74 - 76%
A-	90 - 93%	C-	70 - 73%
B+	87 - 89%	D+	67 - 69%
B	84 - 86%	D	64 - 66%
B-	80 - 83%	D-	60 - 63%
		F	59% ↓

Course Projects

Sept 3: Pre-Quiz (In class, 10 points)

Pre-quiz to determine how familiar students are with the community they live in.

Sept 17: Research Your Community (15 points)

Students will determine how their local government is assembled.

October 8: City Governance/ City Code Investigation Due (20 points)

Research a community for policies and practices.

Oct 22: (Grad Only) Planning Article Critique (*20 Points)

Compare 3 articles on a similar topic of interest to explore current thought in the profession. How does it relate to what you see happening in the “real world?”

Nov. 12: Comp Plan/ Code Investigation (30 points)

Research the contents of a Comp Plan and City Code to locate general planning policies.

Nov 19: Meeting Assessment Due (20 Points)

Students are required to attend a meeting of a local government entity(Council/ Commission/ Committee) and develop an assessment of the meeting.

Dec 3: Final Project: Practitioner Interview Due (40 Points)

Students will interview a practicing professional (local government staff, consultant, someone drawing a paycheck by doing planning or management) to get a sense of what a career in the Urban Studies field is like in the “real world.”

Extra Credit Policy

By the time you reach this level in your academic career, you should be able to earn the grades you need based on performance of the requirements for the class. **There is no extra credit option for URBS 401/501: Foundations** (and this is non-negotiable, so don't try).

Attendance

Class attendance is crucial. The class is held only once a week, and missing one means missing a significant amount of material. You are responsible for procuring notes from another student. If you want to discuss the notes with me to clarify the material, I am happy to sit down with you – *but you must bring notes along with you*. This is to avoid “starting from scratch,” as I will not do a second lecture.

Enrollment

You must be enrolled in the course during the semester to earn a grade. I will not “hold over” a grade, allowing you to take the class one semester and officially enroll in another. This sometimes happens if the

tuition bill cannot be paid, or there is another dispute on student status. Basic rule: if you don't have D2L access, you cannot participate in the class.

Students with Disabilities

MSU provides students with disabilities reasonable accommodation to participate in educational programs, activities, or services. Students with disabilities requiring accommodation to participate in class activities or meet course requirements should first register with the Office of Disability Services, located in 0132 Memorial Library, telephone 507/ 389-2825, TDD 711, and then contact me as soon as possible.

Cheating, Plagiarism, and Other Academic Fraud

Simply put, don't do it, even for extra credit. The worst original work is better than the most perfectly plagiarized. It's okay to insert other people's ideas, just make sure you cite them; after all, you would want credit for an idea you had, right? And remember, I've read and seen a lot of stuff; they actually pay me to do it, so do you want to take the odds that it's a paper I've used for my dissertation research?

Cheating is not tolerated in any case. If you are caught cheating (and both the T.A. and I are watching!), you will receive an automatic 'F' for the class and your case will be handled according to University policy.

General Education Requirements

This course does not fulfill a General Education category requirement.

This course fulfills an URSI Undergraduate Core requirement

This course fulfills an URSI Graduate Core requirement

Be sure you have not previously taken this course. Dr. Heidelberg will not be responsible for checking past rosters to see if you were on there – if you accidentally repeat this course, it will not be counted toward your progress toward graduation.

GRADUATES: If you took this course as an undergraduate at MSU, you may NOT repeat it as a graduate for graduate credit. If you are uncertain if you had this course before, please check your transcripts. Dr. Heidelberg is NOT responsible for 'accidental repeats' or checking old rosters to see if you were on there.

URBS 401/ 501: FOUNDATIONS

Course Schedule (Subject to Change)

Date	Topic	Readings
Aug 27	Syllabus Review	
Sept 3	Cities: Structural Overview	Kemp, Ch 1 & 2 In-Class Pre-Quiz (10 points)
Sept 10	Cities: Structural Overview (continued) Management Basics	Kemp, Ch 3, 4
Sept 17	Management Basics (continued)	Research Your Community Due
Sept 24	Law Sampler and a Small Shot of Finance Basics	Kemp, Ch 5, 6
Oct 1	Communications, Media, and Public Notice	
Oct 8	Management Ethics	City Governance/ City Code Due
Oct 15	Planning Basics & Ethics	Porterfield and Hall, Ch 3 Kemp, Ch 11
Oct 22	Comprehensive and Long-Range Planning	Porterfield and Hall, Introduction and Chapters 1 & 2 (Grad Only) Article Critique Due
Oct 29	Plat Interpretation	Porterfield and Hall, Chapter 5
Nov 5	Cities of the Future: Sky City vs. City in a Pyramid	Cities of the Future Assessment (due by 11pm)
Nov 12	TBD (Guest Speaker?)	Comp Plan/ Code #2 Investigation Due
Nov 19	No class session	Meeting Assessment Due
Nov 26	No classes (Thanksgiving holiday)	
Dec 3	Wrap-Up: Career Issues and Discussion	FINAL PROJECT (Practitioner Interview) DUE