



**COWLEY COLLEGE
& Area Vocational Technical School**

COURSE PROCEDURE FOR

**STATE & LOCAL GOVERNMENT
POL6612 3 credit hours**

Student Level:

This course is open to students on the college level in either Freshman or Sophomore year.

Catalog Description:

POL6612 - STATE AND LOCAL GOVERNMENT (S) (3 hrs)

A general study of the development, structure and function of state, county and municipal governments. Within the scope of this course is a study of the concepts of federalism and constitutionalism, public participation in government, the legislative, executive and the judiciary branches of State government, and the structure and functions of local governments. Of particular importance is the study of specific problems with which state and local governments must be concerned: finances, crime, ecological concerns, education, welfare, and housing. Although this course is general in nature, Kansas government and politics is emphasized.

Prerequisites:

None

Controlling Purpose:

This course is designed to help the student understand State & Local Government: Study of nature, composition, and functions of the municipal county, state, and other grass roots level governments their place in a federal system and how they operate to include the officials that exist in such systems.

Learner Outcomes:

Upon completion of this course, the student will have a clearer understanding of state and local governments. Students will be able to take the outcomes and apply them through public service work.

Units Outcomes and Criterion Based Evaluation Key for Core Content:

The following outline defines the minimum core content not including the final examination period. Instructors may add other material as time allows.

Evaluation Key:

- A = All major and minor goals have been achieved and the achievement level is considerably above the minimum required for doing more advanced work in the same field.
- B = All major goals have been achieved, but the student has failed to achieve some of the

less important goals. However, the student has progressed to the point where the goals of work at the next level can be easily achieved.

- C = All major goals have been achieved, but many of the minor goals have not been achieved. In this grade range, the minimum level of proficiency represents a person who has achieved the major goals to the minimum amount of preparation necessary for taking more advanced work in the same field, but without any major handicap of inadequacy in his background.
- D = A few of the major goals have been achieved, but the student's achievement is so limited that he is not well prepared to work at a more advanced level in the same field.
- F = Failing, will be computed in GPA and hours attempted.
- N = No instruction or training in this area.

UNIT 1: THE CONSTITUTIONAL BASIS OF STATE GOVERNMENT						
Outcomes: Upon Completion of this unit, students will be able to successfully...						
A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						List or identify the Constitutional restrictions upon the states.
						List or identify the concurrent and reserved powers held by the states under the Constitution of the United States.
						Be able to identify the terms popular sovereignty, limited government, separation of powers, checks and balances.
						Be able to explain orally or in writing the term federalism and its relation to the contemporary term "new federalism."
						Identify in writing or orally explain the contemporary terms associated with "new federalism."
						Identify in writing or orally the obligations of the States to the nation.
						Identify in writing or orally the interstate obligations of the States to each other.
						Analyze the nature of state constitutions and some of the consequences of their rigidity.
						Identify or analyze the process of amending and revising existing state constitutions.

UNIT 2: THE GOVERNOR AND THE EXECUTIVE BRANCH

Outcomes: Upon Completion of this unit, students will be able to successfully...

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Identify in written form or orally explain the executive functions of the governors.
						Explain in written form or orally the aspects pertaining to the governors role in the law making process and their execution.
						Explain in written form or orally the governors role in formulation of policy.
						List the powers of the Governors as generally accepted among the States.
						Identify in written form or orally explain the principal executive officers most commonly found in the States governments.
						Identify in written form or orally explain the duties of these executive officers listed in number.
						Identify in writing the three types of administrative organizations.
						Identify in writing the major trends executive reorganization.
						Identify in writing or orally the recruitment process of state and local government.

UNIT 3: THE STATE LEGISLATURE

Outcomes: Upon Completion of this unit, students will be able to successfully...

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Identify in writing or orally the descriptive features of state legislatures.
						Identify in written form or orally the qualifications and characteristics of the state legislator.
						Identify or list in written form the steps in the passage of a bill.
						Identify in written form or orally the committee system and its operation.
						List or identify in written form the shortcomings in state legislatures and the possible remedies.
						Interpret orally or identify in writing the reapportionment revolution.

UNIT 4: THE STATE JUDICIARY

Outcomes: Upon Completion of this unit, students will be able to successfully...

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						List the types of laws and explain them.
						Identify in writing or orally explain concepts associated with both criminal and civil procedure.
						Identify organization of the Kansas Court system as to relation with the federal court system
						Identify or explain in writing the organization and jurisdiction of the state and local courts.
						Analyze in writing or orally the role of judges along with methods of selection and retainment.
						Identify the two basic types of juries.
						Explain in writing the criticisms and suggestions for improving the jury system.
						Identify in written form the different types of decisions the courts may be authorized to render.

UNIT 5: THE DEMOCRATIC PROCESS

Outcomes: Upon Completion of this unit, students will be able to successfully...

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Associate from written tests the present and historical suffrage requirements and illustrate that they are of a conditional nature.
						Identify in writing or orally the eight facets involved in the election process at the state level.
						Analyze in writing or orally the nature of political parties by a study of their platforms and historical character.
						Analyze in writing or orally the organization, membership, and financing of political parties concentrating on those in Kansas.
						List or be able to identify the five methods of nominating candidates for public office.
						Identify in writing the major forces that operate in state politics.
						Identify the varieties of state party politics.
						List or identify in writing the three proposals for direct democracy.

UNIT 6: FINANCING STATE GOVERNMENT

Outcomes: Upon Completion of this unit, students will be able to successfully...

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						List, identify, or analyze in writing the source of state and local revenue.
						Analyze in writing or orally the methods of appropriation the budget system.
						Analyze in writing or orally the process of tax administration-the collection and custody of funds.
						Analyze in writing or orally what controls the state has over local finances.
						Analyze how state fiscal policy has been affected by the "new federalism."
						Analyze the problem of state and local debts

UNIT 7: LOCAL GOVERNMENT

Outcomes: Upon Completion of this unit, students will be able to successfully...

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Identify the features or analyze in writing the state-local relations in the areas of "little federalism."
						List or identify in writing the types of numbers of local governments.
						Analyze in writing or orally explain the legal basis for local government.
						Identify in writing the types of character of rural local government, their organization, and major functions.
						Identify in writing the three types of character of rural local government, their organization, and major functions.
						Identify the organizational features of county government, the principal officers of the county, and the functions of county government.
						List the features of "home rule" and identify its effect on local government.

UNIT 8: MUNICIPAL SERVICES AND FUNCTIONS

Outcomes: Upon Completion of this unit, students will be able to successfully...

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Analyze in writing or orally explain the role of government in education.
						List the social services provided by the government and analyze the scope of the health, welfare, and housing problem.
						Define orally or in writing the features that define the role of government in providing public safety.
						List, identify or analyze in writing the problems arising from urban zoning, urban renewal or rejuvenation, and street and highway construction.
						List the agencies involved in promotion of primary economic interest—business, labor, and agriculture.
						Analyze the role of municipal government in providing parks and recreation for public use.
						Analyze modern day transportation problems from the standpoint of how municipalities are coping with them.

Textbook:

Contact Bookstore for current textbook.

Materials/Equipment Required:

None

Attendance Policy:

Students should adhere to the attendance policy outlined by the instructor in the course syllabus.

Grading Policy:

The grading policy will be outlined by the instructor in the course syllabus.

Maximum class size:

Based on classroom occupancy

Course Time Frame:

The U.S. Department of Education, Higher Learning Commission, and the Kansas Board of Regents define credit hour and have specific regulations that the college must follow when developing, teaching, and assessing the educational aspects of the college. A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work for approximately fifteen weeks for one semester hour of credit or an equivalent amount of work over a different amount of time. The number of semester hours of credit allowed for each distance education or blended hybrid courses shall be assigned by the college based on the amount of time needed to achieve the same course outcomes in a purely face-to-face format.

Refer to the following policies:

[402.00 Academic Code of Conduct](#)

[263.00 Student Appeal of Course Grades](#)

[403.00 Student Code of Conduct](#)

Disability Services Program:

Cowley College, in recognition of state and federal laws, will accommodate a student with a documented disability. If a student has a disability which may impact work in this class which requires accommodations, contact the Disability Services Coordinator.