

Hagerstown Community College
OFFICIAL COURSE SYLLABUS DOCUMENT

COURSE: POL 102: State and Local Government, 3 credits

INSTRUCTOR: Dr. Eric Schwartz

SEMESTER/YEAR: Fall 2015

COURSE DESCRIPTION:

This course is a study of the organization and functions of government: states, counties, townships, and municipalities. The course is a general survey of the governments in the states of the United States. Total 45 hours of lecture.

TEXTBOOK:

Governing States and Localities; Kevin Smith and Alan Greenblatt; CQ, 4th edition

STUDENT LEARNING OUTCOMES: Students who successfully complete this course will be able to:

- Recall the U.S. Constitution and the National Political Process
- Understand Policy Making
- Recall our National Rights and Liberties
- Understand State and Local Politics and State Constitutions
- Understand State and Local parties and elections
- Recognize the powers of State Legislatures and State Governors
- Understand State Justice Systems
- Understand Local and Municipal Governments

TOTAL HOURS OF COURSEWORK:

- To earn one academic credit at HCC, students are required to complete a minimum of 37.5 clock hours (45 fifty-minute “academic” hours) of coursework per semester. Those hours of coursework may be completed through a combination of hours within the classroom and hours outside the classroom. Certain courses may require more than the 37.5 minimum hours of coursework per credit. For most classes, students should expect to do at least 2 hours of coursework outside of class for each hour of in-class coursework. The rough breakdown for a minimum allocation of time necessary for a passing grade is as follows:

Components of the Course	Hours in Class	Hours Outside of Class	Total
Lecture/Classwork	37.5		37.5
Reading/Homework		45	45
Exam Preparation		16	16
Papers		14	14
Total			112.5