General Information
Location: UR 106
Time: Tuesdays, 6-9:50pm
Instructor: Dr. Brian A. Mikelbank
E-mail: b.mikelbank@csuohio.edu
Phone: (216) 875-9980
Office: UR 350
Office Hours: Tuesdays and Thursdays, 11:30am-12:30pm
By appointment: http://www.meetme.so/mikelbank

Course Description
Urban spatial structure is the result of a complex set of interactions among people, place, and process. These interactions produce outcomes – spatial patterns of outcomes such as employment clusters, concentrated poverty, residential densities, congestion, and sprawl. These spatial structures are important. They both influence, and are influenced by, all of our spatial decisions. If we are to understand this structure, we have to understand the component processes by which they are determined.

Our efforts will be organized around the foundations that shape this structure: population, migration, economy, land use, housing, and transportation. Our general approach to each of these topics will be to learn the underlying theory, weigh the recent empirical evidence, and work with actual data to reveal the urban spatial structure of specific cities of interest. A particular focus this semester will be Ohio’s Legacy Cities.

Prerequisites
While this class has no formal prerequisites, you will be required to locate, download, and analyze data relating to urban spatial structure. If you are uncomfortable with these topics, and are unwilling to do the extra work necessary to quickly become comfortable, you might consider completing UST 601 first. If you did not place into UST 601, I recommend not taking UST 605 until UST 504 has been successfully completed.

Required Materials
- Readings for this class are available electronically through the Internet, Blackboard Learn, OhioLink, or CSU’s electronic course reserve. There is no textbook to purchase.
- A standalone scientific calculator (one that is not part of your phone or some other electronic gadget).
- You will need a reliable, accessible and secure method for keeping track of your readings, data, exercises, and presentations.

Required Technology and Communication
- You must regularly read your university e-mail. You are responsible for e-mails that I send to your university e-mail address. Using CampusNet you can forward your university e-mail to another e-mail address, if you wish.
FOR ENTERTAINMENT PURPOSES ONLY.
DO NOT USE THIS SYLLABUS IF YOU ARE REGISTERED FOR UST 605.

- You will need regular computer and Internet access to complete the work in this class. You can find a listing of CSU’s computer labs and hours here: http://www.csuohio.edu/computer-labs/computer-labs
- Throughout the semester, I will make use of Blackboard Learn for various complementary class functions. I do not use or check the messaging function within Blackboard Learn.
- You are responsible for class announcements made through email and/or Blackboard Learn.
- The best way to get in touch with me outside of class is through my university e-mail address, b.mikelbank@csuohio.edu. Please put “UST 605” in the subject, and be sure to identify yourself in the email— an email “signature” is a good idea. I do my best to return emails within 24 hours during the work week.
- We will be using Microsoft Excel and the spatial analysis software GeoDa to complete our data exercises. Both are available in UR39 and UR40. Although you might also be able to access these programs on your home computer, note that the instructor and graduate assistant do not provide technical support for your home computer.

Class Structure
During the semester you will work independently, but also be part of two working groups. One is based on a specific city, and one is based on a specific urban spatial structure. The class is designed so that the following components work together to build your knowledge of urban spatial structure.

1. Readings
   Prepare for each class session by reading the assigned materials in advance of lecture and identifying topics that may need additional clarification. Your first exposure to the course material should be in this initial, advance reading. Make full use of this reading time by taking notes and forming questions both for clarification and for future use. Find a strategy for active reading that works for you: http://www.studygs.net/shared/reading.htm

2. Lectures and Discussion
   Lectures serve to discuss and review material in the assigned readings, not to introduce it. Lecture should be your second exposure to the assigned material. Feel free to raise questions to ensure that you thoroughly understand the material. Lectures will be most valuable (and least stress-inducing to you) if you have done the assigned reading first.

3. Presentations
   During the semester every student will deliver a short individual presentation on his/her structure and city. Students will also participate in an end of semester group presentation. The preparations and readings required for your presentations, and the presentations of your classmates, will be your third exposure to the material.

4. Data Memos
   Throughout the semester you will write several data-based memos, discovering and discussing the various urban spatial structures of a specific Ohio city. Considering the course material in the context of these applied analyses will provide a fourth exposure to the material.
Class Evaluation
Each component of class contributes to your final grade as follows:

<table>
<thead>
<tr>
<th>component</th>
<th>percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memos (5)</td>
<td>40%</td>
</tr>
<tr>
<td>Data/Introduction</td>
<td>0%</td>
</tr>
<tr>
<td>Population</td>
<td>8%</td>
</tr>
<tr>
<td>Economic Development</td>
<td>8%</td>
</tr>
<tr>
<td>Housing</td>
<td>8%</td>
</tr>
<tr>
<td>Transportation</td>
<td>8%</td>
</tr>
<tr>
<td>Group City Memo</td>
<td>8%</td>
</tr>
<tr>
<td>Presentations (2)</td>
<td>20%</td>
</tr>
<tr>
<td>In the News/5 slides</td>
<td>5%</td>
</tr>
<tr>
<td>Group Structure Presentation</td>
<td>15%</td>
</tr>
<tr>
<td>Exams (2)</td>
<td>40%</td>
</tr>
<tr>
<td>Exam #1</td>
<td>20%</td>
</tr>
<tr>
<td>Exam #2</td>
<td>20%</td>
</tr>
<tr>
<td>Quizzes (2% ea, as necessary)</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

Attendance may be taken at any time. Attendance means you are present when attendance is taken. There is no “late”. You are either present when attendance is recorded, or you are not.

There will be scheduled and unscheduled quizzes throughout the semester. Quizzes cover only the reading due that day. They are closed book and decrease equally the weight of the exams.

Exams are in class and closed book.

Your final grade is determined as detailed below:

<table>
<thead>
<tr>
<th>Final Grade Determination</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>You must earn this percent of the</td>
<td>...to earn at least</td>
</tr>
<tr>
<td>total class points offered*…</td>
<td>this grade:</td>
</tr>
<tr>
<td>93</td>
<td>A</td>
</tr>
<tr>
<td>90</td>
<td>A-</td>
</tr>
<tr>
<td>87</td>
<td>B+</td>
</tr>
<tr>
<td>83</td>
<td>B</td>
</tr>
<tr>
<td>80</td>
<td>B-</td>
</tr>
<tr>
<td>70</td>
<td>C</td>
</tr>
<tr>
<td>0</td>
<td>F</td>
</tr>
</tbody>
</table>

* Note that there is no rounding. For example, if you earned 86.7% of all points, you have earned a B
CLASS POLICIES

Excused Absences
It is important to distinguish between excused and unexcused absences from class.

An excused absence has these three characteristics:
1. An excused absence occurs due to an extreme event. Extreme events are outside of the realm of responsibilities and activities of the student’s everyday life. Extreme events cannot be anticipated. The responsibilities associated with family, friends, employment, etc., are not outside of your everyday life. They are parts of your life, along with the University, that must be prioritized and managed.
2. An excused absence has documentation that can be verified.
3. The instructor is notified in advance of the absence you hope to be excused.

When these three conditions are met, an excused absence will be granted. Any work due on the day of an excused absence is due at the beginning of the next class period.

Attending each class in its entirety is important because:

- Attending class provides you with an additional presentation of the course material;
- Exam material will be drawn from the readings and lecture material, and lecture material will not originate exclusively from the readings;
- Common problems, issues and questions relating to course material and data memos will be discussed;
- You can only hand in materials due if you are present in class that day;
- You can only take quizzes and exams when present in class;
- By attending class you will have your own set of course notes, rather than having to rely on those of a classmate. Course notes are not available from the instructor;
- You are responsible for changes to this syllabus announced in class.

Missed Quizzes, Exams and Presentations
Only in cases of excused absences will one be excused from a quiz. There are no make-up quizzes. Except in the case of an excused absence, students earn a score of zero on missed quizzes.

Only in cases of excused absences will make-up exams be given. The make-up exam will vary in form, content, and length from that given in class. Except in the case of an excused absence, students earn a score of zero on missed exams.

Only in cases of excused absences will a student be allowed to give a make-up individual presentation. Except in the case of an excused absence, students earn a score of zero if they miss an assigned presentation date and time.

Late Work
Unless otherwise noted in a specific assignment, late work is not accepted in this class, except in the case of an excused absence. Know in advance that deleting your data, losing your usb drive, laptop crashes, etc., are not valid excuses for missing a deadline. Make sure you regularly back up your data and work in advance of deadlines, so that you can work around the inconveniences.
associated with our digital world, and still turn in your work on time. If you have a persistent problem completing work on time, you should consider taking another class.

**Expectations of Written Work**

Unless specified in the instructions, hand-written work will not be accepted. This University has excellent computer resources – you should make yourself familiar with them and utilize them frequently. Spill chick end proof read ever thing ewe sub mitt (see why these are different?). Critically evaluate all of your writing for correctness, completeness and clarity. Work in this class earning the grade of "A" is error-free in terms of all of these. If you have difficulty expressing yourself in writing, you are strongly encouraged to seek the assistance of CSU’s Writing Center prior to turning in your written materials: [http://www.csuohio.edu/writing-center/writing-center](http://www.csuohio.edu/writing-center/writing-center)

All work in this class must be handed in as detailed in the assignment instructions.

**Classroom Behavior**

Every class is going to have its own rules for classroom behavior – here are mine.

- Silence all forms of electronic communication. Do not text, play games, or answer your phone during class.
- Laptops and tablets are *initially* allowed in class so long as they are used for notes and/or reading, and in a manner that is not disruptive to the instructor or other students. If the technology becomes a distraction, it won't be allowed in class for anyone.
- Do not sleep.
- Do not read outside materials.
- Do not do work for other classes.
- I welcome meaningful, thoughtful and balanced participation from students. In order to achieve that, I ask that you raise your hand and wait to be called upon. Calling out your questions, comments and commentary is not acceptable.
- In short, please come to class prepared, ready to pay attention, participate, and learn. If your classroom behavior is a problem, I'll be forced to stop class and remind you of what proper classroom behavior is. You'll be marked absent for that day. Repeat offenders are reported to CSU’s Judicial Affairs Officer. Please read your Student Code of Conduct, Section III(A), “Disruption” available at: [http://www.csuohio.edu/sites/default/files/StudentCodeOfConduct.pdf](http://www.csuohio.edu/sites/default/files/StudentCodeOfConduct.pdf)

**Extra Credit**

There are no “extra credit” opportunities in this class. No extra homework, reports, exam re-writes, or any such “bail me out at the end of the semester so I can get the grade I want instead of the grade I earned” opportunities. Please do not bother asking.
UNIVERSITY POLICIES

Time Management
As for all college courses, you should plan on a minimum of 3 hours out of class, for each credit hour (see CSU’s Hints on Planning a Better Time Schedule). As a four hour course, this class will require a minimum of 12 hours of work outside of class every week. You should anticipate using all 12 of them – some weeks you might need more, some weeks you might need less.

Academic Dishonesty
From your Student Code of Conduct: “Academic honesty is essential to maintain the integrity of the University as an institution and to foster an environment conducive to the pursuit of knowledge. The Cleveland State University Academic Community values honesty and integrity and holds its members to high standards of ethical conduct. Academic dishonesty is, therefore, unacceptable, and students must be prepared to accept the appropriate sanctions for any dishonest academic behavior as outlined in this policy on academic misconduct. Academic misconduct refers to any fraudulent actions or behaviors that affect the evaluation of a student’s academic performance or record of academic progress.” Academic dishonesty includes cheating, plagiarism, and tampering.

Your Student Code of Conduct further states that: “Major infractions comprise those instances of cheating, plagiarism, and/or tampering which affect the overall course grade, such as a major/comprehensive exam, term paper or project, final grade evaluation, or academic standing and status.” Since all of your quizzes, exams, and exercises affect your overall course grade, any instance of academic dishonesty in this class is considered a major infraction. Sanctions for major infractions include a grade of F in the course, and recommendations for suspension or expulsion from the University.

I strongly recommend that you familiarize yourself with the various forms of academic misconduct in the CSU Student Handbook, available at http://www.csuohio.edu/sites/default/files/StudentCodeOfConduct.pdf

In my experience, the two most common sources of academic misconduct are (1) a failure to reference your information sources, and (2) sharing of data, information, or resources in a lab setting. If you have questions about these, please ask – it is best to resolve these issues in advance.

The Grade of “Incomplete”
In accordance with University policy: “The grade of Incomplete (I) is given when the work in a course has been generally passing, but when some specifically required task has not been completed through no fault of the student (The Code of Student Conduct, http://www.csuohio.edu/sites/default/files/StudentCodeOfConduct.pdf).”

To be clear, an Incomplete is not a way of avoiding a bad grade on your record, or lightening your academic workload after having missed the last drop date. An Incomplete will be granted only in those cases that fit the above guidelines.
Important Registration Information
• Check the CSU Registrar’s website for the last date for dropping or withdrawing from this course: http://www.csuohio.edu/enrollmentservices/registrar
• Before dropping or withdrawing, be sure you know whether or not carrying or completing fewer credit hours will impact your financial aid, assistantship, or scholarship by contacting Financial Aid at Campus411 All-in-1: www.csuohio.edu/enrollmentservices/campus411/

Cancellation of Class Due to Weather
Class will not be cancelled due to weather unless the University is closed. Check CSU’s main webpage (www.csuohio.edu) for announcements. If CSU is open, class will proceed as scheduled, including any exercises, quizzes, exams, deadlines, presentations, etc. that are scheduled for that class.

Disability Services
Educational access is the provision of classroom accommodations, auxiliary aids and services to ensure equal educational opportunities for all students regardless of their disability. Any student who feels he or she may need an accommodation based on the impact of a disability should contact the Office of Disability Services at (216)687-2015 immediately. The Office is located in MC 147. Accommodations need to be requested in advance and will not be granted retroactively.

Class Schedule Key:

<table>
<thead>
<tr>
<th>A/D</th>
<th>Assigned or Due</th>
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<tbody>
<tr>
<td>SONH</td>
<td>The Joint Center for Housing Studies. (2016). <em>The state of the nation’s housing 2016.</em></td>
</tr>
</tbody>
</table>
Class Schedule
This is a tentative course schedule. You are responsible for changes as announced in class or electronically.

SCHEDULE DELETED