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## Course Goals

# The purpose of the seminar/workshop is to provide students with the knowledge and skills to work and interact with elected officials and State of Alaska employees on projects, programs, environmental initiatives and resource issues that directly affect the quality of life in our Alaskan communities.

# This course will:

# Focus on identifying the tribal/environmental/social/economic issues that are before the legislature and investigate how these issues are being addressed through the legislative process.

# Explain the formal and operational functions of the Alaska State Legislature, both House & Senate.

# Present various perspectives on the legislative process as practiced by the following: legislators, lobbyists, legislative staff, department personnel, journalists, etc.

# Provide students with opportunities to gain a greater understanding on how legislative committees are structured to address tribal, environmental, economic and resource issues.

# Provide a forum to better understand the relationship between the governor and his administration and the 33rd Legislature.

# Logistics

| *Instructors:* | Chandler Kemp &  Mike Davis | *Office Location:* | Bristol Bay Campus room 110 |
| --- | --- | --- | --- |
| *Email:* | [ckemp6@alaska.edu](mailto:ckemp6@alaska.edu)  medavis@alaska.edu | *Dates:* | Jan. 21-Feb. 28 |
| *Zoom link:* [*https://alaska.zoom.us/j/88376934248?pwd=nRhb5JOerPbAa4EXO8nqbZqAkb4Qca.1*](https://alaska.zoom.us/j/88376934248?pwd=nRhb5JOerPbAa4EXO8nqbZqAkb4Qca.1) | | | |
| *Telephone:* | 907-842-8303 | *Course Type:* | Face to face |
| *Course Location:* | Alaska Capitol Building in Juneau | *Meeting Time:* | Jan 21, Jan 23, Jan 24  and Feb. 6, Feb 20  12:00 PM-1:00 PM  Jan 27-31, 8:00 AM-5:00 PM |

## Prerequisites

None

## Course Catalog Description

The class provides students with the knowledge and skills to work and interact with elected officials and State of Alaska employees on projects, programs, and environmental and resource issues that directly affect the quality of life in our Alaskan communities. Students will first learn about the legislative process and the relationship between the governor’s administration and elected officials online via Zoom and in person. Then students will travel in-person to Juneau to meet legislators, members of the governors’ staff and department personnel and learn about proposed policy issues and legislation that may impact people in communities of Bristol Bay and the State.

## Explanation of Student Effort

1. Seminar Journal: Students will keep a daily detailed journal which will include what they hope to get out of the seminar, the knowledge and insights gained from attendance, which activities were the most valuable, and how they will be able to use the experience they gained. Writings should be 1-2 pages per day. The students will also be expected to contribute to the Canvas Discussion page so their comments can be shared with others in the class. Canvas can be accessed using a valid University of Alaska username and password at [canvas.alaska.edu](http://canvas.alaska.edu).
2. Oral Presentation: Students will be required to identify *at least* one issue of importance to your community, research and present the issue(s) to the class. Students should identify the issue clearly, indicate its importance (need to the local population, costs, consequences, etc.), and propose a solution/action plan. This will be a 2-3 minute presentation.
3. 2-3 page paper: Students will write a paper about how the legislature is addressing (or needs to address) the issue(s) of resource/environmental policy they have identified. The paper may include information gathered from class discussions, personal observations and insights, assigned readings and/or other sources. The paper must be typed in size 12 font with one-inch margins and 1 ½ line spacing.

## Representative Course Readings/Materials

Optional readings from *How to Lobby Alaska State Government* by Clive Thomas ([link](https://www.amazon.com/dp/1602233950?psc=1&ref=ppx_yo2ov_dt_b_product_details)). The book will be provided.

Course Calendar

| Date | Agenda |
| --- | --- |
| 1-21 | Introductions/Syllabus/Overview of week in Juneau and intro to the legislative process |
| 1-23 | Developing your elevator speech/communicating with legislators |
| 1-24 | Travel logistics |
| 1-26 | Arrive in Juneau |
| 1-27 to 1-31 | Meet with legislators, governor’s office, staff, lobbyists, commissioners and others |
| 2-1 | Depart Juneau |
| 2-6 | Review time in Juneau, discuss final paper requirements |
| 2-20 | Discuss lessons learned from time in Juneau |
| 2-28 | Final paper due |

## Evaluation

Students will be awarded a letter grade based on participation 70%, and final paper 30%.

## Course Policies

|  | Students | Faculty |
| --- | --- | --- |
| Coursework | Submit assignments on time, and communicate if there’s going to be a delay. | Return all assignments within one week. |
| Attendance | If you miss class, speak with the faculty about how to make up the work | If I have to miss a class, I’ll offer an optional make-up session. |
| Tardiness | Being on time is part of the attendance grade | Being on time is part of my responsibility to you |
| Extra credit | 1 bonus point if you make a recommendation to improve this syllabus. There will be more extra credit opportunities. | Instructors don’t get extra credit! |

## Technology Requirements

I am eager to help students overcome any technological barriers to participating in class. That being said, access to the internet is necessary for this course. Course materials will be shared over the online service Canvas, and pre-travel meetings will be held on Zoom. If access to these resources is a barrier for you, please contact me so that I can help!

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## Student Learning Outcomes

Upon successful completion of the course students will be able to:

1. Gain knowledge of legislative issues.
2. Identify community, tribal, and state issues.
3. Demonstrate effective communication skills.
4. Gain knowledge of effective lobbying methods and techniques.

## Instructional Methods

This is a lecture and experience based course.

### Plagiarism And Academic Integrity

Academic dishonesty applies to examinations, assignments, laboratory reports, fieldwork, practicums, creative projects, or other academic activities. Examples include, but are not limited to:

1. presenting as their own the ideas or works of others without proper citation of sources;
2. utilizing devices not authorized by the faculty member;
3. using sources (including but not limited to text, images, computer code, and audio/video files) not authorized by the faculty member;
4. providing assistance without the faculty member’s permission to another student, or receiving assistance not authorized by the faculty member from anyone (with or without their knowledge);
5. submitting work done for academic credit in previous classes, without the knowledge and advance permission of the current faculty member;
6. acting as a substitute or utilizing a substitute;
7. deceiving faculty members or other representatives of the university to affect a grade or to gain admission to a program or course;
8. fabricating or misrepresenting data;
9. possessing, buying, selling, obtaining, or using a copy of any material intended to be used as an instrument of assessment in advance of its administration;
10. altering grade records of their own or another student’s work;
11. offering a monetary payment or other remuneration in exchange for a grade; or
12. violating the ethical guidelines or professional standards of a given program.
13. Items B, C, F, G and L are specifically relevant to the unauthorized use of Artificial Intelligence tools like chatGPT. Assignments and activities that require/permit the use of these tools will be specified clearly by the instructor.

For more, see [Office of Rights, Compliance and Accountability](https://www.uaf.edu/orca/student-conduct/academic-misconduct.php).

### Classroom etiquette and student behavior guidelines.

Be respectful of each speakers’ work and the experiences of fellow students.

### Extended Absence Policy

Extended absences are defined as missed classes or course work by students beyond what is permissible by the instructor's written course policies. Students may need to miss class and/or course work for a variety of reasons, including, but not limited to:

* bereavement
* personal illness or injury
* serious illness of a friend, family member or loved one
* military obligations
* jury service
* other emergency or obligatory situations

For more information, go to the student handbook or the Center for Students Rights and Responsibilities.

### UAF Incomplete Grade Policy:

Your instructor follows the University of Alaska Fairbanks Incomplete Grade Policy:

“The letter "I" (Incomplete) is a temporary grade used to indicate that the student has satisfactorily completed (C- or better) the majority of work in a course but for personal reasons beyond the student's control, such as sickness, has not been able to complete the course during the regular semester. Negligence or indifference are not acceptable reasons for an "I" grade."

For more information, see [the UAF regulations regarding grades](https://catalog.uaf.edu/academics-regulations/grading-system-gpa-computation/).

## Student Protections Statement

UAF embraces and grows a culture of respect, diversity, inclusion, and caring. Students at this university are protected against sexual harassment and discrimination (Title IX). Faculty members are designated as responsible employees which means they are required to report sexual misconduct. Graduate teaching assistants do not share the same reporting obligations. For more information on your rights as a student and the resources available to you to resolve problems, please go to the following site: [https://catalog.uaf.edu/academics-regulations/students-rights-responsibilities/.](https://catalog.uaf.edu/academics-regulations/students-rights-responsibilities/)

## Disabilities Services Statement

I will work with the Office of Disability Services to provide reasonable accommodation to students with disabilities. The Office of Disability Services implements the Americans with Disabilities Act (ADA), and ensures that UAF students have equal access to the campus and course materials. I will work with the Office of Disabilities Services (208 Whitaker, 907-474-5655) to provide reasonable accommodation to students with disabilities uaf.edu/disability/

## ASUAF Advocacy Statement

The Associated Students of the University of Alaska Fairbanks, the student government of UAF, offers advocacy services to students who feel they are facing issues with staff, faculty, and/or other students specifically if these issues are hindering the ability of the student to succeed in their academics or go about their lives at the university. Students who wish to utilize these services can contact the Student Advocacy Director by visiting the ASUAF office or emailing [asuaf.office@alaska.edu](mailto:asuaf.office@alaska.edu).

## Non-Discrimination Statement

The University of Alaska is an affirmative action/equal opportunity employer and educational institution. The University of Alaska does not discriminate on the basis of race, religion, color, national origin, citizenship, age, sex, physical or mental disability, status as a protected veteran, marital status, changes in marital status, pregnancy, childbirth or related medical conditions, parenthood, sexual orientation, gender identity, political affiliation or belief, genetic information, or other legally protected status. The University's commitment to nondiscrimination, including against sex discrimination, applies to students, employees, and applicants for admission and employment. Contact information, applicable laws, and complaint procedures are included on UA's statement of nondiscrimination available at [www.alaska.edu/nondiscrimination](http://www.alaska.edu/nondiscrimination). For more information, contact:

UAF Department of Equity and Compliance

1692 Tok Lane, 3rd floor, Constitution Hall, Fairbanks, AK  99775  
907-474-7300  
uaf-deo@alaska.edu

## Student Academic Support

* Speaking Center (907-474-5470, [uaf-speakingcenter@alaska.edu](mailto:uaf-speakingcenter@alaska.edu)[,](mailto:speak@uaf.edu) Gruening 507)
* Writing Center (907-474-5314, [uaf-writing-center@alaska.edu,](mailto:uaf-writing-center@alaska.edu) Gruening 8th floor)
* UAF Math Services, [uaf-traccloud@alaska.edu](mailto:uaf-traccloud@alaska.edu), Chapman Building (for math fee paying students only)
* Developmental Math Lab, Gruening 406 <https://www.uafs.edu/deved/math/>
* The Debbie Moses Learning Center at CTC (907-455-2860, 604 Barnette St, Room 120, <https://www.ctc.uaf.edu/student-services/student-success-center/>)
* For more information and resources, please see the Academic Advising Resource List (<https://www.uaf.edu/advising/lr/SKM_364e19011717281.pdf>)

## Other Student Resources

* Disability Services (907-474-5655, [uaf-disability-services@alaska.edu](mailto:uaf-disability-services@alaska.edu), Whitaker 208)
* Student Health & Counseling **[6 free counseling sessions]**(907-474-7043, <https://www.uaf.edu/chc/appointments.php>, Gruening 215)
* Office of Rights, Compliance and Accountability (907-474-7300, [uaf-orca@alaska.edu](mailto:uaf-orca@alaska.edu), 3rd Floor, Constitution Hall)
* Associated Students of the University of Alaska Fairbanks (ASUAF) or ASUAF Student Government (907-474-7355, [asuaf.office@alaska.edu](mailto:asuaf.office@alaska.edu), Wood Center 119)

## Title IX

University of Alaska Board of Regents have clearly stated in BOR Policy that discrimination, harassment and violence will not be tolerated on any campus of the University of Alaska. If you believe you are experiencing discrimination or any form of harassment including sexual harassment/misconduct/assault, you are encouraged to report that behavior. If you report to a faculty member or any university employee, they must notify the UAF Title IX Coordinator about the basic facts of the incident.

Your choices for reporting include:

1. You may access confidential counseling by contacting the UAF Health & Counseling Center at 907-474-7043;
2. You may access support and file a Title IX report by contacting the UAF Title IX Coordinator at 907-474-6600;
3. You may file a criminal complaint by contacting the University Police Department at 907-474-7721. For more information please visit the [UAF Department of Equity and Compliance](https://uaf.edu/equity/) webpage.

Any UAF employee or volunteer who reasonably suspects or observes minor abuse or maltreatment is required to report the incident. Reporting procedures are available on the UAF Protection of Minors. Violation of this policy by employees shall be reported as well.

## Emergency Notification Plan

Students will receive emergency notifications via phone or email. Please check your uaonline account to confirm your emergency notification settings. for more information, please refer to the student handbook. In cases where you do not have access to your devices, as your instructor, I will take responsibility to relay any emergency notifications.