DEPARTMENT OF POLITICAL SCIENCE  
FACULTY OF ARTS

POLI 425 – Lecture 01
City Government
Fall 2021

INSTRUCTOR: Paul Fairie  
EMAIL: pfairie@ucalgary.ca  
OFFICE HOURS: Zoom, Thursdays 16:00-17:00  
COURSE DAY/TIME: Tuesdays, 17:00-19:45  
DELIVERY METHOD: Online, synchronous  
COURSE LOCATION: Zoom (links on D2L)  
COURSE PRE-REQUISITES: POLI 321

COURSE DESCRIPTION
The course calendar says “A study of both institutions and political processes relating to city politics.” More fully, this course will provide a lecture and discussion based introduction to municipal government and politics, primarily focused on Canada, often using Calgary as a case study. The course will cover the mechanics and institutions of local government, the political sociology of urban politics and leading political science theories explaining power in local government.

COURSE OBJECTIVES & LEARNING OUTCOMES
Students who complete all components of the class, including attending lectures, completing the readings and thoughtfully completing the assignments will gain:
(a) an understanding of how municipal politics in Canada works (its institutions, its behaviours, and the breadth of what it involves)
(b) a knowledge of the political science literature on city politics
(c) improved skills in research and writing.

REQUIRED TEXTBOOK(S)
There is no assigned textbook. All readings are available through the University of Calgary library, and are linked on D2L.

REQUIRED TECHNOLOGY
COURSE COMPONENT WEIGHTS AND DUE DATES

<table>
<thead>
<tr>
<th>COMPONENT</th>
<th>WEIGHTING</th>
<th>DUE DATES</th>
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<tbody>
<tr>
<td>Election review: Written</td>
<td>25%</td>
<td>October 22, 11pm (D2L)</td>
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<tr>
<td>Election review: Presentation</td>
<td>10%</td>
<td>October 19 (in class)</td>
</tr>
<tr>
<td>Term project</td>
<td>25%</td>
<td>November 19, 11pm (D2L)</td>
</tr>
<tr>
<td>Reading quizzes (3 x 5%)</td>
<td>15%</td>
<td>[Throughout term, see below]</td>
</tr>
<tr>
<td>Final take-home exam</td>
<td>25%</td>
<td>December 11, 11pm (D2L)</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
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ELECTION REVIEW - WRITTEN (20%): Calgary has a municipal election on October 18, 2021. This written assignment will cover an issue relevant to the election, and students will produce a 1000-1500 word briefing note. This assignment may be completed alone, or in groups of up to 3. More details to be shared in class.

ELECTION REVIEW - PRESENTATION (10%): The presentation version of the written assignment described above. Students will produce a 5-7 minute presentation about their issue, and discuss what the results of the election might mean. This assignment may be completed alone, or in groups of up to 3. Presentations will take place in class time, on October 19. More details to be shared in class.

TERM PROJECT (25%): The term project will consist of a 1800-2200 word paper. More details will be provided in class, but, in brief, the term project will consist of one of (i) a paper examining how a selected neighbourhood has been influenced by city decision-making (ii) a paper synthesizing course material (including presentations by guest experts), in response to provided questions.

READING QUIZZES (3 x 5%): Short, multiple choice reading quizzes will be available on D2L, available on the Monday of the week, and due by the Friday at 11pm. They will consist of 15 multiple choice questions, and students will have 30 minutes to complete the exam once it has been started on D2L. Each quiz will cover the readings assigned since the previous week. They will occur on the weeks involving September 28, October 26 and November 23.

FINAL TAKE-HOME EXAM (25%): The final exam will consist of 2 essay questions, which will allow students to demonstrate an understanding of the course materials. It will be distributed via D2L on December 8, and will be due via D2L on Saturday December 11 at 11pm.

*If a student misses a required course component, please get in touch the instructor as soon as possible.*

COURSE SCHEDULE & TOPICS

<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC</th>
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<tbody>
<tr>
<td>Sep 7</td>
<td>Introduction</td>
</tr>
<tr>
<td>Sep 14</td>
<td>The powers of cities</td>
</tr>
<tr>
<td>Sep 21</td>
<td>Power in Cities</td>
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<tr>
<td>Sep 28</td>
<td>Power in Cities</td>
</tr>
<tr>
<td>Oct 5</td>
<td>Voters &amp; Elections</td>
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<tr>
<td>Date</td>
<td>Topic</td>
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<tr>
<td>Oct 12</td>
<td>Voters &amp; Elections</td>
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<td>Oct 19</td>
<td>Election Debrief</td>
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<td>Oct 26</td>
<td>City Council &amp; City Hall</td>
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<td>Nov 2</td>
<td>Finance &amp; property taxes</td>
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<td>Nov 9</td>
<td>TERM BREAK</td>
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<tr>
<td>Nov 16</td>
<td>Land use planning &amp; citizen engagement</td>
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<td>Nov 23</td>
<td>Indigenous communities &amp; Canadian municipalities</td>
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<td>Nov 30</td>
<td>Public policy</td>
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<td>Dec 7</td>
<td>Current research &amp; term review</td>
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Please note that the above schedule is tentative and may change as the need arises.

**WRITING STATEMENT**
Written assignments are often required in Political Science courses, and the quality of writing skills, including but not limited to such elements as grammar, punctuation, sentence structure, clarity, citation, and organization, will be taken into account in the determination of grades. Students are encouraged to make use of the services offered through Writing Support Services in the Student Success Centre by contacting them at [http://www.ucalgary.ca/ssc/writing-support](http://www.ucalgary.ca/ssc/writing-support).

**GRADING SCALE**:
The following grading scale will be used:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A+</td>
<td>91-100</td>
</tr>
<tr>
<td>A</td>
<td>85-90</td>
</tr>
<tr>
<td>A-</td>
<td>80-84</td>
</tr>
<tr>
<td>B+</td>
<td>77-79</td>
</tr>
<tr>
<td>B</td>
<td>73-76</td>
</tr>
<tr>
<td>B-</td>
<td>70-72</td>
</tr>
<tr>
<td>C+</td>
<td>67-69</td>
</tr>
<tr>
<td>C</td>
<td>63-66</td>
</tr>
<tr>
<td>C-</td>
<td>60-62</td>
</tr>
<tr>
<td>D+</td>
<td>55-59</td>
</tr>
<tr>
<td>D</td>
<td>50-54</td>
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<tr>
<td>F</td>
<td>0-49</td>
</tr>
</tbody>
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**LATE PENALTIES**
The final exam and reading quizzes must be completed and submitted by the indicated due date. The presentation must be delivered on the indicated date, though accommodations may be made in emergency situations. If the written projects are submitted late, 3 percentage points will be deducted for each day late, up to a maximum of two weeks, after which the grade will be entered as 0.

Please contact the instructor as soon as possible if accommodations need to be made to these due dates.

**INSTRUCTOR GUIDELINES**
Students requiring assistance are encouraged to speak to the instructor during class or their office hours. Should you wish to meet outside of office hours, please email to make an appointment. It is to the student’s advantage to keep such appointments.

Email is a common form of communication but it is not always the most effective way of answering student questions. If you cannot make office hours, please request a one on one meeting outside of these hours.
IMPORTANT POLICIES AND INFORMATION

Supporting Documentation and the Use of a Statutory Declaration

As stated in the University Calendar:

Students may be asked to provide supporting documentation for an exemption/special request. This may include, but is not limited to, a prolonged absence from a course where participation is required, a missed course assessment, a deferred examination, or an appeal. Students are encouraged to submit documentation that will support their situation. Supporting documentation may be dependent on the reason noted in their personal statement/explanation provided to explain their situation. This could be medical certificate/documentation, references, police reports, invitation letter, third party letter of support or a statutory declaration etc. The decision to provide supporting documentation that best suits the situation is at the discretion of the student. Students cannot be required to provide specific supporting documentation, such as a medical note.

Students can make a Statutory Declaration as their supporting documentation (available at ucalgary.ca/registrar). This requires students to make a declaration in the presence of a Commissioner for Oaths. It demonstrates the importance of honest and accurate information provided and is a legally binding declaration. Several registered Commissioners for Oaths are available to students at no charge, on campus. For a list of locations to access a Commissioners for Oaths, visit ucalgary.ca/registrar.

Falsification of any supporting documentation will be taken very seriously and may result in disciplinary action through the Academic Discipline regulations or the Student Non-Academic Misconduct policy.

This statement is accessible at: https://www.ucalgary.ca/pubs/calendar/current/m-1.html

Absence From a Mid-term Examination
Students who are absent from a scheduled term test or quiz for legitimate reasons are responsible for contacting the instructor via email within 48 hours of the missed test to discuss alternative arrangements. A copy of this email may be requested as proof of the attempt to contact the instructor. Any student who fails to do so forfeits the right to a makeup test.

Deferral of a Final Examination
Deferral of a final examination can be granted for reasons of illness, domestic affliction, and unforeseen circumstances, as well as to those with three (3) final exams scheduled within a 24-hour period. Deferred final exams will not be granted to those who sit the exam, who have made travel arrangements that conflict with their exam, or who have misread the examination timetable. The decision to allow a deferred final exam rests not with the instructor but with Enrolment Services. Instructors should, however, be notified if you will be absent during the examination. The Application for Deferred Final Exam, deadlines, requirements and submission instructions can be found on the Enrolment Services website at https://www.ucalgary.ca/registrar/exams/deferred-exams.
Reappraisals
The University Calendar states that for reappraisals of graded term work:

“A student who feels that a piece of graded term work (term paper, essay, test, etc.) has been unfairly graded, may have the work reappraised as follows. The student shall discuss the work with the instructor within ten business days of being notified about the mark or of the item’s return to the class. If not satisfied, the student shall take the matter to the head of the department offering the course within 2 business days of receiving the decision from the instructor, who will arrange for a reappraisal of the work within the next ten business days. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected.” See https://www.ucalgary.ca/pubs/calendar/current/i-2.html

The University Calendar states that for reappraisal of academic assessments (final grades):

“A student may request a reappraisal of a final grade. The only element that will be considered is the final assessment(s) that makes up the final mark (e.g., final examination, final project, and final paper). The exception is when a grade for a piece of graded term work is made available to students after the last day of classes for the term in which the course is scheduled; that grade may also be considered in a reappraisal of the final grade.”

“A student seeking a reappraisal of a final grade should first attempt to review the final assessment with the department or faculty offering the course. After which the student shall obtain a Reappraisal of Final Grade form from ucalgary.ca/registrar (under Student Forms). The student must indicate exactly what error was made in marking the final assessment and/or in computing the final grade. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected.” More information is available at: https://www.ucalgary.ca/pubs/calendar/current/i-3.html

University Regulations
Students are responsible for familiarizing themselves with the University policies found in the Academic Regulations sections of the Calendar at www.ucalgary.ca/pubs/calendar/current/academic-regs.html.

Student Accommodations
Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/.

Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor.

The full policy on Student Accommodations is available at http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf.

Plagiarism And Other Forms Of Academic Misconduct
Academic misconduct in any form (e.g. cheating, plagiarism) is a serious academic offence that can lead to disciplinary probation, suspension or expulsion from the University. Students are
expected to be familiar with the standards surrounding academic honesty; these can be found in the University of Calgary calendar at http://www.ucalgary.ca/pubs/calendar/current/k.html. Such offences will be taken seriously and reported immediately, as required by Faculty of Arts policy.

**Required Access to Technology**
Please see the University’s resource page at https://ucalgary.service-ow.com/it?id=kb_article&sys_id=86e7438013753ac06f3afbb2e144b031

**Copyright Legislation**
As stated in the University of Calgary Calendar, Academic Regulations, “students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright and requirements of the copyright act to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.”

**Instructor Intellectual Property**
Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

**Freedom of Information and Protection of Privacy (FOIP)**
FOIP legislation requires that instructors maintain the confidentiality of student information. In practice, this means that student assignment and tests cannot be left for collection in any public place without the consent of the student. It also means that grades cannot be distributed via email. Final exams are kept by instructors but can be viewed by contacting them or the main office in the Department of Political Science. Any uncollected assignments and tests meant to be returned will be destroyed after six months from the end of term; final examinations are destroyed after one year.

**Evacuation Assembly Points**
In the event of an emergency evacuation from class, students are required to gather in designated assembly points. Please check the list found at www.ucalgary.ca/emergencyplan/assemblypoints and note the assembly point nearest to your classroom.

**Faculty of Arts Program Advising and Student Information Resources**
For program planning and advice, visit the Arts Students’ Centre in Social Sciences 102, call 403-220-3580 or email artsads@ucalgary.ca. You can also visit arts.ucalgary.ca/advising for program assistance.

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at (403) 210-ROCK [7625] or visit their office in the MacKimmie Tower, MT 116.
Important Contact Information

Campus Security and Safewalk (24 hours a day/7 days a week/365 days a year)
   Phone: 403-220-5333

Faculty of Arts Undergraduate Students’ Union Representatives
   Phone: 403-220-6551
   Email: arts1@su.ucalgary.ca, arts2@su.ucalgary.ca, arts3@su.ucalgary.ca,
          arts4@su.ucalgary.ca
   Students’ Union URL: www.su.ucalgary.ca

Graduate Students’ Association
   Phone: 403-220-5997
   Email: askgsa@ucalgary.ca
   URL: www.ucalgary.ca/gsa

Student Ombudsman
   Phone: 403-220-6420
   Email: ombuds@ucalgary.ca

Campus Mental Health Resources

The University of Calgary recognizes the pivotal role that student mental health plays in physical
health, social connectedness and academic success, and aspires to create a caring and supportive
campus community where individuals can freely talk about mental health and receive supports
when needed. We encourage you to explore the excellent mental health resources available
throughout the university community, such as counselling, self-help resources, peer support or
skills-building available through the following resources:

   SU Wellness Centre: http://www.ucalgary.ca/wellnesscentre/

   Student Wellness Services:
   https://www.ucalgary.ca/wellness-services/services/mental-health-services

   Campus Mental Health Strategy website: https://www.ucalgary.ca/mentalhealth/.