

POLITICAL SCIENCE 621 L01 CANADIAN POLITICAL INSTITUTIONS FALL 2022

INSTRUCTOR	Dr. Anthony Sayers
TELEPHONE	403.220.2703
EMAIL	asayers@ucalgary.ca
OFFICE HOURS	Monday 14:00 & Wednesday 15:00 HRS
COURSE DAY/TIME	Wednesday 14:00 HRS to 16:45HRS
LOCATION	SS729
PREREQUISITES	None

COURSE DESCRIPTION AND LEARNING OBJECTIVES

Understanding how political institutions operate is critical to understanding the character of politics and the formal expression of principles such as representation, accountability, and the rule of law. We seek to understand the operation of institutions as an amalgam of formal rules and practices that have developed over time. The course proceeds by introducing various theoretical approaches to understanding institutions and their development and to help frame a discussion of major Canadian political institutions such as the constitution, federalism, legislatures, and political parties.

REQUIRED TEXTBOOKS

No Required Textbook

OTHER RESOURCES**University of Calgary Library**

The University of Calgary Library offers many resources that can help you in your work. A critical research skill, along with general web searches, is the capacity to use the academic search engines in the library. The Political Science Librarian, Mr. John Wright (jpwright@ucalgary.ca; Telephone: 403.220.5955), can assist you in finding your way around the various resources the library offers.

Academic Journals, Google Scholar, Library Databases

Relevant journal articles are central to competent research papers. They are a source of potential research projects, literature reviews, and research methodologies. Electronic access to many key Political Science journals is available through the University of Calgary Library's main page. You should be or become familiar with using search engines such as [Google Scholar](#) and the Library database such as the Web of Science and International Political Science abstracts found at [Research: Political Science \(ucalgary.ca\)](#)

Web Sites

Whereas most books and journal articles available through the University of Calgary library will have passed many rigorous tests of their scholarship and veracity, this is not the case for websites, which can be published with little or no checking of their content.

ASSESSMENT COMPONENTS, WEIGHTS, AND DUE DATES

COMPONENT	WEIGHTING	DUE DATE
Research Question	P/F	September 14 th
Literature Review, Explanatory Model	P/F	September 21 st
Research Method, Evidence	P/F	September 28 th
Research Proposal	40%	October 5 th
Weekly Readings/Participation	10%	Weekly
Presentation	10%	December 7 th
Research Paper	40%	December 7 th
Total	100%	

You must complete all components to pass this course. If you miss a required course component, please contact the instructor as soon as possible.

Grading Scheme

A+ = 90-100 = 4.00	B+ = 77-79 = 3.30	C+ = 67-69 = 2.30	D+ = 55-59 = 1.30
A = 85-89 = 4.00	B = 74-76 = 3.00	C = 64-66 = 2.00	D = 50-54 = 1.00
A- = 80-84 = 3.70	B- = 70-73 = 2.70	C- = 60-63 = 1.70	F = 0- 49 = 0.00

COURSE SCHEDULE AND TOPICS

Weekly topics and are outlined below. Adjustments may be made to account for changing circumstances. The reading list will be available on D2L

WEEK	Topic
Sept 5	Background Reading
Sept 12	Studying Political Institutions; Research Question
Sept 19	How Institutions Emerge; Literature review and explanatory model
Sept 26	Institutions as Mechanisms of Inclusion and Exclusion; Research method and Evidence
Oct 3	Studying Canadian Political Institutions; Research Proposal
Oct 10	Constitutions and Constitutional Change;
Oct 17	Federalism & Intergovernmental Relations;
Oct 24	Parliament and Legislatures
Oct 31	Cabinet and the Executive
Nov 7	Term Break ----- No Classes November 6 th - 12 th
Nov 14	Political Parties and Elections
Nov 21	Courts
Nov 28	Cities;
Dec 5	Presentations Essay presentation ; Research Essay

ASSIGNMENTS

This course revolves around student engagement in responding to and discussing the readings and assisting each other with our research projects. All assignments to be submitted electronically in a readable Word or PDF file. You must complete all assignments to pass this course.

1. Research Proposal (30% of Final grade)

- a. **Research Questions due September 14th(P/F)** Share with the class and instructor a list of 3 possible research questions around which you will develop your proposal.

- b. **Literature Review due September 21st (P/F)** Share with the class and instructor a literature review of at least 750 words but no more than 1500 words that describes the main themes in the study of your chosen research question.
- c. **Explanatory Model due September 21st (P/F)** Share with the class and instructor an explanatory theory or model that captures the central concern of your chosen research question, including a graphical representation of the model.
- d. **Research Method and Data Sources due September 28th (P/F)** Share with the class and instructor a research method and the type of evidence or data and sources required to test your explanatory theory or model.
- e. **Research Proposal due October 4th, 2022 (40%) for October 5th, Class** Share with the class and instructor a descriptive outline of your research question, explanatory model, literature review, research method, data or evidence and its sources in no more than 2500 words, excluding bibliography.

2. Weekly Reading Reviews (10% of final grade)

Share with the class and instructor weekly reviews of the readings. An online guide and form will be provided to guide your responses to the weekly readings. You are to make these available to the class the evening before the appropriate discussion. You must select 1 review from each month September, October, and November to submit for grading by the instructor.

3. Research Essay and Presentation (combined 50% of final grade)

An essay of no more than 6,000 words (excluding bibliography) that asks and answers a research question about a Canadian political institution. More details will be provided on D2L. Students will present their argument in class on December 7th. The presentation constitutes 10% of the final essay grade. **The essay is due at 21:00 HRS, December 7th, 2022.**

Grading Scheme

A+= 90-100 = 4.00	B+ = 77-79 = 3.30	C+ = 67-69 = 2.30	D+ = 55-59 = 1.30
A = 85-89 = 4.00	B = 74-76 = 3.00	C = 64-66 = 2.00	D = 50-54 = 1.00
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Late Penalties and Extensions

A penalty of 3% per day beginning the moment after the time at which an assignment is due will be applied to any late assignment.

Requests for extensions to any deadlines due to illness or similar reasons *must be made to the instructor before the due date. Please keep an electronic backup of all your work to insure against loss or other difficulties.*

Technology

To complete the course successfully, you will need access to a reliable internet connection, and an adequately equipped and secure computer. This includes, but is not limited to, programs required to make a computer fully functional such as a web browser, word processor, Zoom, and other

software such as statistical packages (either free ware or provided through the University) that may be required to complete course projects.

Writing Statement

The quality of your writing, including but not limited to such elements as grammar, punctuation, sentence structure, clarity, and organization, will be considered in assigning a grade to submitted work. Support is available via the Writing Support Services in the Student Success Centre (https://www.ucalgary.ca/ssc/writing_support/overview) located on the third floor of the Taylor Family Digital Library. A grading template covering these components will be used to provide feedback on major written assignments.

Recording of Lectures

Recording of online sessions may be permitted for individual private study for those who have requested and received relevant academic accommodation and for others at the discretion of the instructor. Any other use of recording constitutes academic misconduct and may result in suspension or expulsion.

INSTRUCTORS GUIDELINES

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

Students are welcome to use laptops and other electronic note-taking devices in this course. Please be considerate of others and switch off all cell phones when you enter the classroom. Sending/receiving texts and browsing the Web is extremely disruptive to others and will not be tolerated.

IMPORTANT POLICIES AND INFORMATION

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.

Deferred Term Work Form: Deferral of term work past the end of a term requires a form to be filled out by the student and submitted, along with any supporting documentation, to the instructor. The form is available at: https://live-ucalgary.ucalgary.ca/sites/default/files/teams/14/P22_deferral-of-term-work_lapseGrade.pdf

Once an extension date has been agreed between instructor and student, the instructor will email the form to the Faculty of Arts Program Information Centre (ascarts@ucalgary.ca) for approval by the Associate Dean.

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>.

Reappraisal of Grades:

For Reappraisal of Graded Term Work, see Calendar I.2

<http://www.ucalgary.ca/pubs/calendar/current/i-2.html>

For Reappraisal of Final Grade, see Calendar I.3

<http://www.ucalgary.ca/pubs/calendar/current/i-3.html>

Academic Misconduct:

Academic Misconduct refers to student behavior that compromises proper assessment of students' academic activities and includes: cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.

Student committing academic misconduct during the final exam will not receive a passing grade for the course.

For information on the Student Academic Misconduct Policy, Procedure and Academic Integrity, please visit: <https://www.ucalgary.ca/pubs/calendar/current/k-3.html>

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.

Recording of Lectures:

Recording of lectures is prohibited, except for audio recordings authorized as an accommodation by SAS or an audio recording for individual private study and only with the written permission of the instructor. Any unauthorized electronic or mechanical recording of lectures, their transcription, copying, or distribution, constitutes academic misconduct. See <https://www.ucalgary.ca/pubs/calendar/current/e-6.html>.

Academic 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. 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

<https://www.ucalgary.ca/legal-services/university-policies-procedures/accommodation-students-disabilities-procedure>

Research Ethics

Students are advised that any research with human subjects – including any interviewing (even with friends and family), opinion polling, or unobtrusive observation – must have the approval of the Conjoint Faculties Research Ethics Board. In completing course requirements, students must not undertake any human subject research without discussing their plans with the instructor, to determine if ethics approval is required.

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) Act:

Personal information is collected in accordance with FOIP. Assignments can only be returned to the student and will be accessible only to authorized faculty and staff. For more information, see <https://www.ucalgary.ca/legal-services/access-information-privacy>

Copyright Legislation:

See the University of Calgary policy on Acceptable Use of Material Protected by Copyright at <https://www.ucalgary.ca/legal-services/university-policies-procedures/acceptable-use-material-protected-copyright-policy> Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

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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 <https://www.ucalgary.ca/risk/emergency-management/evac-drills-assembly-points/assembly-points> and note the assembly point nearest to your classroom.

Important Dates:

Please check: <http://www.ucalgary.ca/pubs/calendar/current/academic-schedule.html>.

Faculty of Arts Program Advising and Student Information Resources

- Have a question, but not sure where to start? The Arts Students' Centre is your information resource for everything in Arts! Drop in at SS102, call them at 403-220-3580, or email them at artsads@ucalgary.ca. You can also visit the Faculty of Arts website at <http://arts.ucalgary.ca/undergraduate>, which has detailed information on common academic concerns, including program planning and advice.
- For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at 403-210-ROCK [7625] or visit them in the MacKimmie Tower.

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/>.

