

1. Course Name and Number

Department of Political Science POL SCI 2135A: **Canada Abroad**

2. Day Offered

Thursdays, Fall Term, Sept- December 2019

3. Hours

12:30 – 2:30

4. Location of Lecture

Social Science Centre (SSC) 3014

5. Prerequisite(s):

None

6. Instructor Information

Instructor: Associate **Professor Erika Simpson**

E-mail: simpson@uwo.ca

Office Hours: Thursdays, 2:30-3:30 pm after class or in my office in Room 4157 SSC

Phone: 519-661-2111 ext. 85156

7. Course Syllabus

Using lectures, simulations and role-plays, this course will help you understand Canada's role in the world that confronts us. The lectures survey ballistic missile defence, disarmament, free trade and peacekeeping. The Simulations roleplay a Ballistic Missile Defence crisis, a UN Model UN and a Climate Change in the Arctic Simulation. In addition, class discussions help understand the roots of terrorism, the causes of environmentally-induced warfare over resources, and the foreseeable impact of population growth and migration.

Methods of Evaluation:

Participation in 3 Simulations & 13 Lectures	3 Simulations, 12 Lectures & 1 Guest Lecture (TBC) = 10%		Total participation: 10%
Exams:	Mid-term exam poses 80 multiple choice questions in 2 hours = 40%. Mid-term exam is on Sunday Oct. 20, 2-4 pm, SSC 2050	Final exam poses 80 non-cumulative questions in 2 hours = 40% Final exam will be scheduled by Registrar's office in December.	Total exams: 80%
Tests and Quizzes	Engagement with multiple- choice questions. For more info, see each weekly Lecture. Total 80 questions, 40 before mid-term exam and 40 before final exam.	Correct answers on 80 multiple-choice questions (2 sets X 40 questions) which you must answer on-line before each exam.	Total quizzes: 10%

Learning Outcomes:

Upon completing the course, students will be able to:

- Identify and describe some key figures, events and trends in Canadian foreign policy;
- Identify and engage with different types of political theories in Canadian foreign policy;
- Analyze and evaluate international issues and place them in their historical context;
- Connect present-day problems to historical events and place them in a broader context.

8. Course Materials

- No materials are required for the course, including textbooks, course readers, manuals, laboratory or safety materials, and any specific electronic devices.
- All the instructor's PowerPoint Slides and the *Relevant Readings* (not required readings) are posted on OWL. You are responsible for viewing the PowerPoint Slides and listening to the audio on the Slides if you miss any lectures. Do not email the instructor if you miss a lecture or Simulation. You can 'make-up' for missed participation by contributing to the remaining in-class discussions and/or attending guest lectures that may be scheduled outside of regular class time.
- All the instructor's slides are copyrighted by the instructor and remain the property of the instructor, not the University of Western Ontario. Professor Simpson updates statistics, numbers, maps and charts each term.
- The instructor's bank of multiple-choice questions changes from year-to-year so obtaining last year's correct answers on the multiple-choice questions means that studying last year's correct answers can't help you 'ace' the course. The instructor covers different issues depending on breaking news. If you have taken one or more of the instructor's other 3 classes, you will notice some overlap on the Slides and information that is covered – but it is your responsibility to study the Slides that are covered in your current class, and not previous years' Slides for other classes.

Relevant Readings

- All the relevant readings are available online as journal articles or scholarly reports. All the *Relevant Readings* are drawn from free online sources such as Google Scholar, Scholarship@Western and YouTube.
- Trying to read some relevant readings before class will help you to contribute to class discussions. However, you do not need to read the relevant readings before class in order to understand the lectures and pass the exams.
- All the *Relevant Readings* are available in separate files on OWL relevant to each lecture topic. All the relevant readings are not attached to this course outline because they are not 'required readings' (and this course outline would be many pages long!). You will **not** be tested on the Relevant Readings – there are simply too many of them and there is too much information to study. You can use the Relevant Readings to get ready for Class Discussions, to stimulate your interest and to contribute more to the Simulations and Guest Lectures.
- Remember, you do not need to comment in the large classroom in order to earn a maximum of 20 participation points (= 20% of your final mark). Instead, you could contribute online to the Forum discussions. You could write a longer comment related to the lessons you learned from the Simulation. Alternatively, you could help Professor Simpson set up the Simulations to earn points.

9. Methods of Evaluation

Overview of Course Content and Relevant Readings

Important: The dates and topics of the following chart may change depending on schedules, illnesses, and other unforeseen events, like snow days. The chart below is included for illustrative purposes only and may be updated on the class website available on OWL as the term unfolds.

Date	Session	Lecture Topics
September 5	Class 1	Course Overview (hour #1) and Terrorism (hour #2)
September 12	Class 2	Warfighters or Peacekeepers? Canada's Peacekeeping Tradition, Afghanistan, Kosovo and Iraq (hour #1); In-class introductions and Shaking Hands Exercise (hour #2); Next week's First Simulation (your role)
September 19	Class 3	Ballistic Missile Defence Lecture (simulation marks recorded today) BALLISTIC MISSILE DEFENCE SIMULATION #1
September 26	Class 4	Guest Lecture: Sakhi Naimpoor Senior Advisor to Afghanistan's Minister of Defense and former Senior Security Advisor to Afghanistan's President Ghani and PhD candidate, Western University
October 3	Class 5	Nuclear Nightmares: Nuclear Weapons, Proliferation and the NPT [hours 1 & 2]
October 10	Class 6	The UN, Canada and Global Governance: Preparation for your role as a UN Ambassador next week [hour #1] Climate Change and Environmental Degradation [hour #2]
October 17	Class 7	THE UN SIMULATION #2 (Simulation marks recorded today) [2-hour UN Simulation with no coffee break]
October 20 (Sunday) 2-4 pm SSC 2050	Mid-term Exam	MID-TERM EXAM (2 hours) You may leave before 4 pm if you finish early but not between 2:10-2:45. You will receive your mark worth 40% of your final grade at least three days prior to the deadline for withdrawal from a course without academic penalty. Drop date in Fall term is November 12, 2019 (Half course). Makeup exam is on Sunday Nov. 3, 2-4 pm, SSC 4105.
October 24	Class 8	Canada-US Military Relations including NATO, NORAD, drones [hour #1] Trump's Space Force and War in Space? [hour #2] Preparation for Arctic Simulation [hour #2]
October 31	Class 9	Arctic Security (simulation marks recorded today) THE ARCTIC SIMULATION #3 Makeup exam is on Sunday Nov. 3, 2-4 pm, SSC 4105.
November 7	Fall Study Break	No readings & no office hours
November 14	Class 10	Do we need a continental economy? [hour #1] GATT, WTO, Foreign Investment and Water [hour #2]
November 21	Class 11	Global Population Growth [hour #1] Global Citizenship, Immigration and Refugee Policy [hour #2]
November 28	Class 12	The Instruments of Canada's Foreign Policy: Military and Non-Military [hour #1] Guest lecture? [hour #2] To Be Confirmed on Nov. 28, Dec. 5 or earlier.
December 5	Class 13	Global Jeopardy (sample multiple choice questions from classes 7-12) If you not able to attend the final class, please play the game by yourself

		(which is not as much fun!) and make sure to find some study partners to study with.
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10. *EXAMINATIONS/ATTENDANCE

The Mid-term and Final Exams (40% each): Regulations, what to study, and advice on taking notes

A student is entitled to be examined in courses in which registration is maintained, subject to the following limitations:

- A student may be debarred from writing the final examination for failure to maintain satisfactory academic standing throughout the year.
- Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course will be reported to the Dean of the Faculty offering the course (after due warning has been given**). **This condition must be outlined clearly in the course syllabus.** ***the interpretation of "due warning" would be a personal email prior to reaching the specified threshold of absences*
- On the recommendation of the Department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course.

You may not miss the mid-term (40%) or final exam (40%) and/or the make-up exams or you will automatically fail the course.

The mid-term and final exams are constructed exactly similarly:

There will be 80 questions on each multiple-choice exam. The exam questions will range between 'very easy' to very difficult to 'very challenging'. There are no written parts of the exam—it is entirely based on multiple-choice questions. The Professor uses Scantron to mark the exams.

Exam questions are composed by the Professor; multiple-choice questions are marked by university-approved multiple-choice computer-marking system ('Scantron')

Special exams may be different in content, structure and format than the regularly scheduled exam. Specific exam formats will be announced and explained by the Professor, but the exams will be multiple choice in most cases. If you miss the mid-term or final exams, for any reason, you may have to write a multiple choice combined with an essay-type of exam and your answers may be essay-style, not multiple choice. For example, if you miss the second make-up for the mid-term exam, the third-make-up exam will consist of essay-style (not multiple choice) questions. This is because the professor's large exam bank will never be large enough to pose enough multiple-choice questions for so many different make-up exams.

Notably, it will take some fast readers much less than 2 hours to finish writing the exams, but other students will remain in the exam room, rechecking their answers, for the entire two-hour time period.

As soon as the professor knows when the final exam is scheduled, the final exam date schedule will be posted on OWL. The university does not accommodate if you make plans to travel out of the country before or after the final exam schedule is revealed. Moreover, you must have documented reasons for writing the make-up exam,

How should I study for the exams?

It is highly recommended when preparing for the exams that you consider forming small study groups so that you can share notes and discuss the lecture material. There is nothing wrong with a collective effort in terms of studying for all your classes. After all, that is what the classroom is about—all of us working together for fun and learning.

The two-hour, multiple-choice exams in October and December will test you on the lecture material,

including all the posted slides [**not** the Relevant Readings]. The October exam tests you on classes 1-6, and the December exam tests you on classes 7-13 including the sample questions posed during class 13 in the 'Global Jeopardy game'.

The In-Class Dialogues explore and reinforce ideas and concepts covered by the professor in the lectures, slides and/or raised during the Simulations. The ideas and concepts raised in individual students' comments are not examined. The non-cumulative exams will **not** test you on what you and other students say in class because comments differ from week-to-week and year-to-year depending on students' various interests.

The exams do not test you on the "individualized" (information for a specific person or role) roleplaying material for any of the simulations. Instead you will earn plenty of participation marks from in-class discussions as well as participation marks for participating in the simulations.

The exams do not test you on the detailed information conveyed by the guest lecturer if s/he does not use slides. The exams do not test you on the exact wording of any UN resolutions **unless the UN Resolution passed the UN General Assembly and was not vetoed**. In that case, the resolution will be posted on Slides, reexamined during class time, and it will be tested.

To summarize, the non-cumulative exams test you on everything you learned from the lecture slides, from the spoken lectures and the assigned readings. You should always try to come to class—even if you have not had a chance to review the slides beforehand. During the lectures and simulations, your task is to think about and question the materials, and not be a 'medieval scribe'.

While I appreciate many students want to reinforce the lecture material by writing handwritten or typewritten notes, you do not need to take handwritten or typed notes during class unless this is your preferred learning style. The professor's preference is to see you thinking about the slides' content and participating in class discussions and simulations rather than seeing heads bent down, hurriedly scribbling for two hours! Why get writer's cramp? All the slides are posted so if we do not get to the end of the slides that were posted before the class began, then the professor deletes those we did not cover so you do not need to study them.

In the event that OWL collapses or is unavailable or the university closes (e.g. due to a snow day) then we will cancel the class and the relevant slides for that day will be removed from OWL, so you do not need to study them.

Tests and Quizzes (10%)

To reinforce the material and to help you prepare less stressfully for the two exams, the Tests and Quizzes are worth 10%. Each weekly lecture and simulation poses 3 multiple-choice questions which you can answer immediately after the lecture or anytime online before the exam. There will be 80 multiple choice questions posed (just like each exam) but you must answer 40 questions before each exam. You answer 40 before the mid-term exam and then 40 before the final exam.

You earn marks for answering the question correctly, not for randomly choosing an answer!

Most students answer the questions after they have finished studying for each exam. But some students answer some questions every week to measure their understanding and progress.

11. How Can You Earn Participation Marks (10%)?

Participation marks are designed to reward participation, enhance the class's activities; and increase high-quality attendance. Participation marks are earned through participation in simulations, lectures, and guest

lectures, specifically:

1) The Ballistic Missile Defense (BMD) #1 simulation = 1-3 participation points for speaking in your 'role' during this simulation. You will be randomly assigned a country or institution to represent, like North Korea. You will earn 1 point for somehow contributing on your role's behalf. Speaking publicly may require some advance preparation for your particular role, especially if you are assigned a prominent role, like North Korean lead Kim Jong-Un. But in most cases, you should be able to earn 1-3 points during this simulation by reading the 'individualized' materials for your role and speaking up. Most students earn 3 points. If you miss the simulation, you can make up for missing Simulations by contributing to Class Discussions, posting to On-line forums and/or attending Guest Lectures.

2) The current United Nations (UN) #2 crisis simulation so just as in the BMD simulation, **you will earn 1 participation point for attending in your role. You will be randomly assigned a country to represent, like China.** Even if you are Vanuatu, the UN's smallest country, you will have opportunities to speak up and earn up to 3 participation points. If you sign a resolution, you will not necessarily earn a participation point – do not hurriedly sign resolutions you have not read to earn participation points. You must be prepared to speak up on behalf of the resolution you signed. Most students earn 2 or 3 points. If you miss the simulation, you can make up for missing Simulations by contributing to Class Discussions, posting to On-line forums and/or attending Guest Lectures.

3) The Climate Change in the Arctic #3 simulation so just as in the BMD (#1) and UN (#2) simulations, you will earn 1-3 participation points for showing up. No matter how long your spoken contribution lasts, I will award you one participation point for attending, which may require some preparation for your particular role, especially if you are assigned a prominent role, like a leader in Denmark or a less prominent role, like an Indigenous person who thinks that fishing grounds are endangered. Most students earn 2 participation points by showing up and more avid participants earn 3 points. You can earn a maximum of 3 points for each simulation.

4) Class Dialogues and Guest Lectures. If you ask a question of the professor during classtime or make a comment or help the professor to set up a Simulation, then check with the professor to confirm your participation and earn 1 point. You must remind the professor that you spoke up during the coffee break, immediately after class or during that day's office hours in order to earn a point as students that claim they spoke up, much later, will not earn points. There will be plenty of opportunity to earn points including online forums.

5) Certificate of 100% Participation Once you earn a maximum of 10 points = 10% of your final mark, you will receive an email from the professor congratulating you on 100% participation **and you do not need to attend any more simulations or contribute to any more in-class dialogues or online forums.** Most students, nevertheless, continue to attend the in-class activities and contribute to simulations and dialogues because that they want to learn more and do better on the exams. The professor's overarching goal, each term, is for each registered student to learn to participate in all sorts of activities including helping to set up simulations. If you are shy, you could contribute to the online forum more. Our goal is that the entire class earns 100% on Participation so be sure to share classtime with others.

12. Non-medical and medical accommodation

"A clear indication of how non-medical absences from midterms, tutorials, laboratory experiments, or late essays or assignments, will be dealt with must be provided. The course outline must direct the student to the Policy on Accommodation for Medical Illness available here":

Medical Illness

<https://studentservices.uwo.ca/secure/index.cfm>

In addition, instructors must state how they will be dealing with accommodation for medical illness of work worth less than 10% of the total course grade, and whether or not medical documentation for such

accommodation will be required. If documentation is required for either medical or non-medical academic accommodation, then such documentation must be submitted by the student directly to the appropriate Faculty Dean's office and not to the instructor. It will be the Dean's office that will determine if accommodation is warranted.

Even if you have non-medical or medical accommodation, the multiple choice questions posed to you on the mid-term or final exams cannot be changed to suit you. If you miss lectures for any reason (documented or not) you are responsible for meeting other students to discuss the Slides and the lecture information you missed. Professor Simpson cannot meet with you individually to discuss the lecture or simulation you missed. You may ask other students to audio-tape the lectures but in general Professor Simpson re-records the lecture during the week after it is delivered (without the benefit of the Class Discussion due to student confidentiality). You do not need the professor's permission to ask another student to record the lecture including the Class Discussion. The Professor may ask multiple choice questions based on the Class Discussion's main themes and the Simulations, in addition to the PowerPoint Slides that were delivered, so it is important to regularly attend classes.

If you must miss any simulation or lectures, for any reason, do not email the professor explaining why (due to student confidentiality reasons, do not email the professor). You can 'make up' the missed participation mark by earning more participation marks during lectures, simulations and in online forums.

If you miss many or all the lectures, and you cannot possibly 'make up' the missed participation marks, then you must meet with your Academic Counsellor to discuss your situation. Most students will earn 100% in terms of their participation marks over the entire term. Many students will earn 100% by Class 9.

Therefore, you must meet with your Academic Counsellor to deal with accommodation for medical or non-medical absences worth more (or less) than 10% of the course grade.

13. Will I know my mid-term exam and participation marks before the drop-date and/or before I write the final exam?

To summarize the participation marks, you can easily raise your Final Mark by earning 100% on participation points. I will update your participation marks before the final exam so you know all your marks - except the final exam mark - when you go into the exam.

14. Statement on Use of Electronic Devices

No electronic devices will be allowed during tests and examinations.

15. Statement on Academic Offences

The statement: "Scholastic offences are taken seriously, and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site: http://www.uwo.ca/univsec/handbook/appeals/scholastic_discipline_undergrad.pdf

NEW IN 2019 Appendix B - Procedures for Requesting Academic Consideration

Students who experience an extenuating circumstance (illness, injury, or other extenuating circumstance) sufficiently significant to temporarily render them unable to meet academic requirements may submit a request for academic consideration through the following routes:

- Submitting a Self-Reported Absence form provided that the conditions for submission are met;
- For medical absences, submitting a Student Medical Certificate (SMC) signed by a licensed medical or mental health practitioner in order to be eligible for Academic Consideration; or
- For non-medical absences, submitting appropriate documentation (e.g., obituary, police report, accident report, court order, etc.) to Academic Counselling in their Faculty of registration in order to be eligible for academic consideration. Students are encouraged to contact their Academic Counselling unit to clarify what documentation is appropriate.

Students seeking academic consideration:

- are advised to consider carefully the implications of postponing tests or midterm exams or delaying handing in work;
- are encouraged to make appropriate decisions based on their specific circumstances, recognizing that minor ailments (upset stomach) or upsets (argument with a friend) are **not** an appropriate basis for a self-reported absence;
- must communicate with their instructors **no later than 24 hours** after the end of the period covered by either the self-reported absence or SMC, or immediately upon their return following a documented absence.

Academic consideration **is not** normally intended for the following circumstances:

- Students who require academic accommodation based on an ongoing physical or mental illness (recurring or chronic) or an existing disability. These students are expected to seek and arrange reasonable accommodations with Student Accessibility Services (SAS) as soon as possible in accordance with the Policy on Academic Accommodation for Students with Disability.
- Students who experience high levels of stress related to academic performance (including completing assignments, taking part in presentations, or writing tests or examinations). These students should access support through Student Health and Wellness and Learning Skills Services in order to deal with this stress in a proactive and constructive manner.

Requests for Academic Consideration Using the Self-Reported Absence Form

Students who experience an unexpected illness or injury or an extenuating circumstance (48 hours or less) that is sufficiently severe to temporarily render them unable to meet academic requirements (e.g., attending lectures or labs, writing tests or midterm exams, completing and submitting assignments, participating in presentations) should self-declare using the **online Self-Reported Absence portal**. This option should be used in situations where the student expects to resume academic responsibilities **within 48 hours or less**.

The following conditions are in place for self-reporting of medical or extenuating circumstances:

Students will be allowed:

- a maximum of two self-reported absences between September and April;
- a maximum of one self-reported absence between May and August.

Any absences in excess of the number designated above, regardless of duration, will require students to present a Student Medical Certificate (SMC) no later than two business days after the date specified for resuming responsibilities.

- The duration of the excused absence will be for a maximum of 48 hours from the time the Self- Reported Absence form is completed through the online portal, or from 8:30 am the following morning if the form is submitted after 4:30 pm;
- The duration of the excused absence will terminate prior to the end of the 48 hour period should the student undertake significant academic responsibilities (write a test, submit a paper) during that time;
- The duration of an excused absence will terminate at 8:30 am on the day following the last day of classes each semester regardless of how many days of absence have elapsed;
- Self-reported absences **will not be** allowed for scheduled final examinations; for midterm examinations scheduled during the December examination period;
- **Self-reporting may not be used for assessments (e.g. midterm exams, tests, reports, presentations, or essays) worth more than 30% of any given course.**
- students must be in touch with their instructors **no later than 24 hours** after the end of the period covered by the Self-Reported Absence form, to clarify how they will be expected to fulfil the academic expectations they may have missed during the absence.

Request for Academic Consideration for a Medical Absence

Students seeking academic consideration for a medical absence not covered by existing Student Accessibility Services (SAS) accommodation, will be required to provide documentation in person to Academic Counselling in their Faculty of registration in the form of a completed, signed Student Medical Certificate (SMC) where the conditions for a Self-Reported Absence have not been met, including where the student has exceeded the maximum number of permissible Self-Reported Absences.

Request for Academic Consideration for a Non-Medical Absence

Students seeking academic consideration for a non-medical absence will be required to provide appropriate documentation to Academic Counselling in their Faculty of registration where the conditions for a Self-Reported Absence have not been met, including where the student has exceeded the maximum number of permissible Self-Reported Absences.

Can I use electronics, like my cell phone during the exams?

No electronic devices are permitted to be used during any exam including cellphones, personal computers, and/or electronic dictionaries.

What is Scantron? Is it always used?

Exam questions are composed by the Professors, not TAs or students, and multiple-choice questions are marked by university-approved multiple-choice computer-marking system ('Scantron')

Special exams may be different in content, structure and format than the regularly scheduled exam. Specific exam formats will be announced and explained by the Professor, but the exams will be multiple choice in most cases. If you miss the second make-up for the mid-term or final exams, for any reason, you may have to write a multiple choice combined with an essay-type of exam and your answers may be essay-style, not multiple choice. For example, if you miss the second make-up for the mid-term exam, the third-make-up exam will consist of essay-style (not multiple choice) questions. This is because the professor's large exam bank will never be large enough to pose enough multiple-choice questions for so many different make-up exams.

What do I do if I have a concern about my Mid-Term or Final Exam Grade and/or Participation Grade?

- See the professor during office hours or set up an appointment via email. Professor Simpson can look at your Scantron and your original exam to check you filled out the bullets correctly.
- You can meet with professor Simpson in her office to review your answers to your exam but you may not take away, photograph or photocopy the original exam question sheets.
- Appeals to change an exam (or essay) grade must be received during that term of instruction (*e.g.* the Course Lecturer does not handle appeals after the term ends – you must appeal through Dean's office).

What happens if there are other changes to the Official Course Outline?

- Due to certain circumstances and/or situations, changes to course outlines and other course documents are necessary. In such cases, you will be informed through all available channels of communication as soon as possible.
- The dates and topics of the lectures, simulations and exams may be changed depending on schedules, illnesses, and other unforeseen events. The dates in this course outline are included for illustrative purposes only and may be updated on the class website as the term unfolds.

What about a reference letter?

- If you need a reference, please email professors individually for more information. Professor Simpson's firm policy is **not** to write references for law school and/or graduate school based on your standing in a second-year class because such a reference – compared to a 3rd-year or 4th-year reference is not useful – and would do you a **disservice**, not a service.
- If you take more than two courses from Professor Simpson, she may consider acting as your referee for jobs and for professional programs like internships – but keep in mind that obtaining a reference from a 3rd or 4th year instructor is preferable.

What other classes can I take if I become more interested in the general topic?

For more information about the other classes Professor Simpson teaches (2135A, 2141B, 2191B, 3203F) and the field of IR, see the [Department of Political Science](#).

APPENDIX TO UNDERGRADUATE COURSE OUTLINES

DEPARTMENT OF POLITICAL SCIENCE

Prerequisite checking - the student's responsibility

"Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites."

Essay course requirements

With the exception of 1000-level courses, most courses in the Department of Political Science are essay courses. Total written assignments (excluding examinations) will be at least 3,000 words in Politics 1020E, at least 5,000 words in a full course numbered 2000 or above, and at least 2,500 words in a half course numbered 2000 or above.

Use of Personal Response Systems ("Clickers")

"Personal Response Systems ("clickers") may be used in some classes. If clickers are to be used in a class, it is the responsibility of the student to ensure that the device is activated and functional. Students must see their instructor if they have any concerns about whether the clicker is malfunctioning.

Students must use only their own clicker. If clicker records are used to compute a portion of the course grade:

- the use of somebody else's clicker in class constitutes a scholastic offence,
- the possession of a clicker belonging to another student will be interpreted as an attempt to commit a scholastic offence."

Security and Confidentiality of Student Work (refer to current *Western Academic Calendar*

<http://www.westerncalendar.uwo.ca/>

"Submitting or Returning Student Assignments, Tests and Exams - All student assignments, tests and exams will be handled in a secure and confidential manner. Particularly in this respect, leaving student work unattended in public areas for pickup is not permitted."

Duplication of work

Undergraduate students who submit similar assignments on closely related topics in two different courses must obtain the consent of both instructors prior to the submission of the assignment. If prior approval is not obtained, each instructor reserves the right not to accept the assignment.

Grade adjustments

In order to ensure that comparable standards are applied in political science courses, the Department may require instructors to adjust final marks to conform to Departmental guidelines.

Academic Offences

"Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf

Submission of Course Requirements

ESSAYS, ASSIGNMENTS, TAKE-HOME EXAMS MUST BE SUBMITTED ACCORDING TO PROCEDURES SPECIFIED BY YOUR INSTRUCTOR (I.E., IN CLASS, DURING OFFICE HOURS, TA'S OFFICE HOURS) OR UNDER THE INSTRUCTOR'S OFFICE DOOR.

THE MAIN OFFICE DOES NOT DATE-STAMP OR ACCEPT ANY OF THE ABOVE.

Attendance Regulations for Examinations

EXAMINATIONS/ATTENDANCE (Sen. Min. Feb.4/49, May 23/58, S.94, S.3538, S.3632, S.04-097) A student is entitled to be examined in courses in which registration is maintained, subject to the following limitations: 1) A student may be debarred from writing the final examination for failure to maintain satisfactory academic standing throughout the year. 2) Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course will be reported to the Dean of the Faculty offering the course (after due warning has been given). On the recommendation of the Department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course. The Dean of the Faculty offering the course will communicate that decision to the Dean of the Faculty of registration.

Medical Policy, Late Assignments, etc.

Students registered in Social Science should refer to

https://counselling.ssc.uwo.ca/procedures/medical_accommodation.html for information on Medical Policy, Term Tests, Final Examinations, Late Assignments, Short Absences, Extended Absences, Documentation and other Academic Concerns. Non-Social Science students should refer to their home faculty's academic counselling office.

University Policy on Cheating and Academic Misconduct

Plagiarism: Students must write their essays and assignments in their own words. Whenever students take an idea, or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence." (see Scholastic Offence Policy in the Western Academic Calendar).

Plagiarism Checking: "All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>)."

Multiple-choice tests/exams: "Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating."

Note: Information excerpted and quoted above are Senate regulations from the Handbook of Scholarship and Academic Policy. https://www.uwo.ca/univsec/academic_policies/index.html

PLAGIARISM*

In writing scholarly papers, you must keep firmly in mind the need to avoid plagiarism. Plagiarism is the unacknowledged borrowing of another writer's words or ideas. Different forms of writing require different types of acknowledgement. The following rules pertain to the acknowledgements necessary in academic papers.

A. In using another writer's words, you must both place the words in quotation marks and acknowledge that the words are those of another writer.

You are plagiarizing if you use a sequence of words, a sentence or a paragraph taken from other writers without acknowledging them to be theirs. Acknowledgement is indicated either by (1) mentioning the author and work from which the words are borrowed in the text of your paper; or by (2) placing a footnote number at the end of the quotation in your text, and including a correspondingly numbered footnote at the bottom of the page (or in a separate reference section at the end of your essay). This footnote should indicate author, title of the work, place and date of publication, and page number.

Method (2) given above is usually preferable for academic essays because it provides the reader with more information about your sources and leaves your text uncluttered with parenthetical and tangential references. In either case words taken from another author must be enclosed in quotation marks or set off from your text by single spacing and indentation in such a way that they cannot be mistaken for your own words. Note that you cannot avoid indicating quotation simply by changing a word or phrase in a sentence or paragraph which is not your own.

B. In adopting other writers' ideas, you must acknowledge that they are theirs.

You are plagiarizing if you adopt, summarize, or paraphrase other writers' trains of argument, ideas or sequences of ideas without acknowledging their authorship according to the method of acknowledgement given in 'A' above. Since the words are your own, they need not be enclosed in quotation marks. Be certain, however, that the words you use are entirely your own; where you must use words or phrases from your source, these should be enclosed in quotation marks, as in 'A' above.

Clearly, it is possible for you to formulate arguments or ideas independently of another writer who has expounded the same ideas, and whom you have not read. Where you got your ideas is the important consideration here. Do not be afraid to present an argument or idea without acknowledgement to another writer, if you have arrived at it entirely independently. Acknowledge it if you have derived it from a source outside your own thinking on the subject.

In short, use of acknowledgements and, when necessary, quotation marks is necessary to distinguish clearly between what is yours and what is not. Since the rules have been explained to you, if you fail to make this distinction your instructor very likely will do so for you, and they will be forced to regard your omission as intentional literary theft. Plagiarism is a serious offence which may result in a student's receiving an 'F' in a course or, in extreme cases in their suspension from the University.

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Adopted by the council of the Faculty of Social Science, October, 1970; approved by the Dept. of History August 13, 1991

Accessibility at Western: Please contact poliscie@uwo.ca if you require any information in plain text format, or if any other accommodation can make the course material and/or physical space accessible to you.

SUPPORT SERVICES

- The Registrar's office can be accessed for Student Support Services at www.registrar.uwo.ca
- Student Support Services (including the services provided by the USC listed here) can be reached at: <https://westernusc.ca/your-services/>
- Student Development Services can be reached at: <http://sdc.uwo.ca/>
- Students who are in emotional/mental distress should refer to Mental Health@Western <https://www.uwo.ca/health/> for a complete list of options about how to obtain help.

Procedures for Requesting Academic Consideration

Students who experience an extenuating circumstance (illness, injury, or other extenuating circumstance) sufficiently significant to temporarily render them unable to meet academic requirements may submit a request for academic consideration through the following routes:

Submitting a Self-Reported Absence form provided that the conditions for submission are met;

- For medical absences, submitting a Student Medical Certificate (SMC) signed by a licensed medical or mental health practitioner in order to be eligible for Academic Consideration; or
- For non-medical absences, submitting appropriate documentation (e.g., obituary, police report, accident report, court order, etc.) to Academic Counselling in their Faculty of registration in order to be eligible for academic consideration. Students are encouraged to contact their Academic Counselling unit to clarify what documentation is appropriate.

Students seeking academic consideration:

- are advised to consider carefully the implications of postponing tests or midterm exams or delaying handing in work;
- are encouraged to make appropriate decisions based on their specific circumstances, recognizing that minor ailments (upset stomach) or upsets (argument with a friend) are **not** an appropriate basis for a self-reported absence;
- must communicate with their instructors **no later than 24 hours** after the end of the period covered by either the self-reported absence or SMC, or immediately upon their return following a documented absence.

Academic consideration **is not** normally intended for students who require academic accommodation based on an ongoing physical or mental illness (recurring or chronic) or an existing disability. These students are expected to seek and arrange reasonable accommodations with Student Accessibility Services (SAS) as soon as possible in accordance with the Policy on Academic

Accommodation for Students with Disability.

Students who experience high levels of stress related to academic performance (including completing assignments, taking part in presentations, or writing tests or examinations). These students should access support through Student Health and Wellness and Learning Skills Services in order to deal with this stress in a proactive and constructive manner.

Requests for Academic Consideration Using the Self-Reported Absence Form

Students who experience an unexpected illness or injury or an extenuating circumstance (48 hours or less) that is sufficiently severe to temporarily render them unable to meet academic requirements (e.g., attending lectures or labs, writing tests or midterm exams, completing and submitting assignments, participating in presentations) should self-declare using the **online Self-Reported Absence portal**. This option should be used in situations where the student expects to resume academic responsibilities **within 48 hours or less**.

The following conditions are in place for self-reporting of medical or extenuating circumstances:

Students will be allowed:

- a maximum of two self-reported absences between September and April;
- a maximum of one self-reported absence between May and August.

Any absences in excess of the number designated above, regardless of duration, will require students to present a Student Medical Certificate (SMC) no later than two business days after the date specified for resuming responsibilities.

- The duration of the excused absence will be for a maximum of 48 hours from the time the Self-Reported Absence form is completed through the online portal, or from 8:30 am the following morning if the form is submitted after 4:30 pm;
- The duration of the excused absence will terminate prior to the end of the 48 hour period should the student undertake significant academic responsibilities (write a test, submit a paper) during that time;
- The duration of an excused absence will terminate at 8:30 am on the day following the last day of classes each semester regardless of how many days of absence have elapsed;
- Self-reported absences **will not be** allowed for scheduled final examinations; for midterm examinations scheduled during the December examination period;
- Self-reporting **may not be** used for assessments (e.g. midterm exams, tests, reports, presentations, or essays) worth more than 30% of any given course.
- students must be in touch with their instructors **no later than 24 hours** after the end of the period covered by the Self-Reported Absence form, to clarify how they will be expected to fulfil the academic expectations they may have missed during the absence.

Request for Academic Consideration for a Medical Absence

Students seeking academic consideration for a medical absence not covered by existing Student Accessibility Services (SAS) accommodation, will be required to provide documentation in person to Academic Counselling in their Faculty of registration in the form of a completed, signed Student Medical Certificate (SMC) where the conditions for a Self-Reported Absence have not been met, including where the student has exceeded the maximum number of permissible Self-Reported Absences.

Request for Academic Consideration for a Non-Medical Absence

Students seeking academic consideration for a non-medical absence will be required to provide appropriate documentation to Academic Counselling in their Faculty of registration where the conditions for a Self-Reported Absence have not been met, including where the student has exceeded the maximum number of permissible Self-Reported Absences.