

# Political Science 3207G Course Outline

## 1. Course Information

### Prerequisites

POL 2537F/G or POL 2237E. Unless you have either the requisites for this course or written special permission 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.

## 2. Instructor Information

| Instructors   | Email  | Office                          | Phone                      | Office Hours  |
|---|--|---------------------------------|----------------------------|---|
| Dr. Nandita, Biswas Mellamphy<br>(Course director and principal instructor) | nbiswas[at]uwo.ca<br>or<br>mohuya[at]protonmail.com<br>(either one is fine and both are unnecessary since I check both). | Social Science Bldg., Room 7316 | 519-661-2111<br>Ext. 81161 | Tue. 12:30-1:30PM (EST)<br>In person;<br><br>*to request meeting at another time, first email to schedule |
| Teaching assistants<br>Shane, Cooney<br>Craig Mutter                        | scooney3[at]uwo.ca<br>cmutter[at]uwo.ca  |                                 |                            | TBA   |

Students are advised to use their Western ([@uwo.ca](mailto:@uwo.ca)) email addresses when contacting their instructors.

## 3. Course Syllabus, Schedule, Delivery Mode

### Course Description

This course explores theories and representations of sex and gender in politics and media, introducing students to the political history of women's struggle over issues like rights, labour, and sexual identity. Students will gain familiarity with diverse national and global debates and various influential theoretical perspectives (namely liberal, radical, socialist, marxist, postmodernist, postcolonial, transnational, and critical race feminisms). Topics will include:

- Gendered institutions, the politics of sexual differences, and gender (in)justice

- Gender equality/inequality, gendered/racialized gaps, and the public/private divide
- Democracy, citizenship, and gender representations
- Domination, power, and sexual discrimination
- Representations of gender in leadership positions
- Politics of gender/Gender policies in global contexts (e.g. sex work)

## Learning Outcomes

By the end of this course, you should be able:

- To demonstrate knowledge of major western and some non-western feminist political theories, ideologies and approaches;
- To understand how the concepts of sex, gender, race, and class relate to political theories and ideologies, as well as to actual political practices;
- To demonstrate ability to use political theories to address controversial contemporary social issues like equal pay, child care, and sex work.

## Course Requirements

The course has been designed to give you a holistic educational experience that combines various instructional methods:

- in-person/in-class active learning (i.e., discussions, debates, and structured in-class exercises, short group activities),
- knowledge transmission (i.e., lectures, reading academic works, multi-media viewing/listening)
- student communication activities (i.e., reflective writing, workshop sessions on essay writing and citations)
- online learning activities (i.e., online modules)

This is an in-person course with 3 mandatory components:

**1-Weekly in-class component: Attendance at in-class lectures** on Tuesdays from 10:30am-12:20pm. Attendance will be taken in class (method described below). No alternate assignments can be substituted for this component because the whole point is to have the opportunity for active in-class learning, discussions and debates. Class attendance is important for meeting the class objectives. If you cannot make it to class (e.g. due to an emergency), make sure you have the contact information of a couple of **'note-buddies'** in the class with whom you can trade notes when necessary. Next time you are in class, just introduce yourself to the person sitting next to you and exchange email addresses so that you have a class contact. Remember, **notes will NOT be provided by the instructional team**, so it is your responsibility to get notes from your note-buddy if you miss class.

Please remember the number one rule of this classroom: **mutual respect**, so while I hope that you develop friendships in this classroom, please do not share your note buddies' personal information with others, and treat your class colleagues with respect at all times.

In weeks 2 and 3, the second half of the class will feature a **writing workshop** devoted to supporting the essay assignment, including tips and tactics on how to write an introductory paragraph and how to use citations properly.

**2- Weekly online component:** Completion of weekly online readings/viewings. Each week you will also complete an online module with some readings that are designed to complement the in-class lecture. At the end of each week's online module, you will complete a short mandatory online quiz relating to that week's content. Each week's quiz will appear in the 'Quizzes' subtab of the 'Assessments' tab on your OWL BRIGHTSPACE course website. The quiz opens on Mondays at 8AM (Standard time) and closes on Thursday at 5PM (Standard time) beginning January 13, 2025; you can take the quiz anytime during this time period, but not before or after this time period. Each quiz will only last for that week, and it is your responsibility to complete it (even if you missed the in-person class). Remember to do all your readings, viewings, and online homework before taking the quiz because you only have ONE chance. To add some flexibility, only best 8 out of 10 quizzes will count towards your final grade.

There are no exceptions to this rule except for those who have received formal academic consideration/accommodation (for University policy: [https://counselling.ssc.uwo.ca/procedures/academic\\_consideration.html](https://counselling.ssc.uwo.ca/procedures/academic_consideration.html)).

My recommendation is to do your online work before attending the Tuesday lecture class; this way you will come to class with questions and topics for class discussion.

To access the course schedule and reading/viewing materials, go to the course webpage and the 'Content' section on the top menu bar. Then go to specific week to get the course readings and a short online lecture to help you orient your own interpretations and understanding of the course materials. Readings that are not on the course website are located in the course textbooks, so please purchase these at the University Bookstore. Make sure to **take good notes** on all aspects of your weekly homework. The weekly homework will prepare you for the Tuesday in-class lecture and class discussion of scheduled topics.

**3-Scheduled assignments:** a) Essay assignment submitted online on February 11, 2025 through the 'Assignment' subtab of the 'Assessments' tab of the course website. B) In-class final exam written and submitted on March 25, 2025 during the class period between 10:30AM-12:20PM (EST).

You cannot opt out of any of these components; all are necessary to fulfill the course requirements and learning objectives. Satisfying these requirements will demonstrate the minimal level of engagement to complete the course.

### **Schedule of Online/In-class Lectures: List of Weekly Topics**

|               |   |
|---------------|---|
| Week 1/Jan 7  | Introducing course outline, themes, and mechanics; the concepts of 'sex' and 'gender'.  |
| Week 2/Jan 14 | Feminisms and Representations of Sex and Gender in Politics and Media; second half of class: writing workshop devoted to understanding the essay assignment expectation, grading rubric, how to identify and build arguments. |

|                |   |
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| Week 3/Jan 21  | Institutional Politics: The Problem of Gender Inequality; second half of class devoted to citations and how/where to use them in your essay assignment. |
| Week 4/Jan 28  | Liberal Feminism: Do Women and Men Have to Be the Same to be Equal?   |
| Week 5/Feb 4   | Marxist and Socialist Feminisms: Does Class Equality Solve the Problem of Gender Inequality?  |
| Week 6/Feb 11  | Radical Feminism: Is 'Patriarchy' a Universal and Global Phenomenon?  |
| Week 7/Feb 18  | Reading Week; no class, no in-class reflection; no quiz.  |
| Week 8/Feb 25  | 'Queering' Identities: Is Gender 'Performative'?  |
| Week 9/Mar 4   | Postcolonial and Global Feminisms: Does the Concept of 'Intersectionality' Solve the Problem of Gender Inequality?                                      |
| Week 10/Mar 11 | Third Wave Feminisms: Gender and Race   |
| Week 11/Mar 18 | Sex Work and exam prep Q&A  |
| Week 12/Mar 25 | Final Exam (in-class; no in-class reflection today); no weekly quiz   |
| Week 13/Apr 1  | Last class and final in-class reflection  |

### Relevant Key Sessional Dates for this course

- Class lecture begins in person: January 7, 2025 in SEB (Spencer Engineering Bldg.) room 2202.
- Last day to drop: January 14, 2025; Courses dropped by this date will not appear on a transcript; no fee penalty. Courses dropped after this date will appear on a transcript with a grade of 'WDN' withdrawn, without academic penalty
- Spring Reading Week: February 15-23, 2025; no class or weekly quiz.
- Weekly quiz begins January 13, 2025.
- Last class for this course: April 1, 2025.

### Contingency plan for an in-person class pivoting to 100% online learning

In the event of a COVID-19 resurgence during the course that necessitates the course delivery moving away from face-to-face interaction, affected course content will be delivered entirely online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on BRIGHTSPACE for students to view at their convenience). The grading scheme will **not** change. Any remaining assessments will also be conducted online as determined by the course instructor.

## 4. Course Materials

### Course Materials, Required Textbooks, Brightspace website

- Judith Lorber, Gender Inequality: Feminist Theory and Politics (Oxford: Oxford University Press).
- Sarah L. Henderson and Alana S. Jeydel, Women and Politics in a Global World (Oxford: Oxford University Press).

The Bookstore will order the newest available edition, but older editions are acceptable.

Other articles may be assigned to accompany your reading of the primary texts. All articles not found in the course textbooks are available on the course website (OWL Brightspace).

All course material will be posted to the OWL BRIGHTSPACE course website. Students are responsible for checking this course website on a weekly basis (minimum). This is the primary method by which information will be disseminated to all students in the class. If students need technical assistance with the course site, they can seek support on the BRIGHTSPACE Help page. Alternatively, they can contact the Western Technology Services Helpdesk by phone at 519-661-3800 or ext. 83800.

### Technical Requirements

A functional computer and stable internet connection are required to complete the online component and some of the assignments. If your computer crashes, malfunctions or has technical issues during a quiz, you will not automatically get a chance to redo the quiz. Unfortunately, we cannot control or verify that a technical issue has occurred.

To avoid this issue, make sure no other windows are open on your device, and all applications other than BRIGHTSPACE are closed before starting with a quiz. Do not have multiple windows open when you begin your assessment as this can cause issues. This means that you should print out your notes and use the hardcopy of your notes during your quiz. If you live with roommates, make sure you are taking your quiz during a time when your internet will be reliable or come to campus to take advantage of the school's wi-fi. No make ups will be provided for these reasons. If you are experiencing an issue beyond what has been specified previously, please contact University technical services and notify your TA immediately.

## 5. Methods of Evaluation

The multiple assessment methods have been carefully designed to complement the multiple instructional methods of the course.

The overall course grade will be calculated as listed below:

| Assessment Type           | Description/Deadline  | Worth   | Aims   |
|---------------------------|---|---|--|
| <b>Reflective Writing</b> | Every <b>Tuesday In-class</b> (except Feb 18 & Mar 25): You will be asked to write a short reflective response to a question posed to you by the instructor. The question will ask you to reflect in writing about some aspect of that day's class lecture and discussion. Students will be expected to <u>bring a blank sheet of paper</u> as they will be asked to write their answer by hand. By submitting your short written reflection during the in-person class (including your name and student number on your | <b>1%/class</b> ; best 10/11 will count in final grade; you can miss 1 of them without losing marks) = <b>worth 10%</b> of total grade.<br><br>You must attend the in-class lecture in its entirety as reflection questions will not be given in advance. There is no alternate assignments to replace absence from | To: a) to record in-class attendance b) to promote better retention of course materials by providing you with an opportunity to reflect about the lecture materials. |

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|                                | response sheet), your attendance for that week's in-class lecture will be recorded.   | the in-class component.   |   |
| <b>Quizzes (begin Jan. 13)</b> | <p><b>Online weekly</b> (except Feb. 18 &amp; Mar 25). At the end of each week's online module, you will complete a short mandatory online quiz relating to that week's online content. Each quiz will be accessed via the Brightspace website. The quizzes become available at 8 am on Mondays and close on Thursdays at 5PM (Standard time). You can take the quiz anytime during this time period, but not before or after this time period. Each quiz will only last for that week, and it is your responsibility to complete it (even if you missed the in-person class). Each week's quiz can be accessed via the Assignment subtab of the Assessments tab. You will not be able to see the quizzes in the assignment tab until they officially open on Mondays at 8 am. Each question is timed, and the exam is linear. This means you cannot go back and change answers. Only 1 submission per student so make sure you choose the best answer because you only have 1 chance to do so.</p> | <p><b>Each 2.5%;</b> best 8 out of 10 = <b>worth 20%</b> of total grade.</p> <p>Each weekly quiz will have 4 questions worth 0.625% each. Typically, each question can be answered within 30secs- 1min. However, to accommodate students that need more time, everyone will receive 20 minutes total time to complete each quiz. This is 5 times more time per question than the typical recommendation, so no further time accommodations will be given to students.</p> <p>Academic consideration will not be granted for missed quizzes.</p> | <p>To: a) ensure that you complete the weekly readings b) to measure how well you have retained/understood the week's online materials.</p>   |
| <b>Critical Essay</b>          | <p>Typed and submitted by electronic upload to the course website (assignment link). For full details on the essay question and required format, see below. <b>Due February 11, 2025</b> but late essays will be <u>accepted without penalty up until February 18, 2025 at 9 AM (EST)</u>. After this period, no further accommodation (except for emergencies) will be given to anyone without a</p>   | <p><b>Worth 35%</b></p> <p>*writing workshops will be held in the second half of class (Jan. 14 and 21) to help you get going on this assignment.</p>   | <p>To a) demonstrate that you can apply the course concepts to answer the question posed; b) demonstrate your knowledge and grasp of the materials; c) to facilitate communication of arguments in writing.</p> |

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|  | penalty of 2%/day (including weekends and holidays).<br><i>Please note that because the submission deadline for this assessment already includes flexibility in the form of a 7 day grace period, the instructor reserves the right to deny academic consideration for assignments which are submitted following the end of the period of flexibility.</i>  |  |   |
| <b>Cumulative Final Exam</b> (covers all course materials) | <b>In-class on Mar 25, 2025</b> from 10:30AM-12:20PM; must be written by hand, during this time period in class (unless formal accommodation has been given). Booklets will be provided to each student. This is a closed book test and students will not be permitted to bring anything but a writing tool (pen/pencil), UWO ID cards, and a drink to their desk. The test includes a multiple choice/true:false questions, short answer questions, and a long answer section. Students that require accommodation may apply through Accessible Education. | <b>Worth 35%</b><br><br>*in-class exam prep session will be held in previous week's class. | To a) demonstrate your retention and understanding of the course materials<br>b) demonstrate your facility in applying course concepts<br>c) develop your ability to make concise and well-formulated arguments in writing. |

You cannot opt out of any of the assignments; all are necessary to fulfill the course requirements. To pass the course, you must complete and submit a minimum number of: 8 in-class reflections; 8 quizzes, 1 essay, and 1 final cumulative test. Satisfying these requirements will demonstrate the minimal level of engagement to complete the course. You will not be penalized for failing to meet a requirement due to circumstances beyond your control.

Submit all your assignments by the deadline to avoid any grade deductions. Give yourself lots of time to tackle each assignment so that you can submit by the deadline. Contact your TA early to get help and/or feedback about your assignment.

Students seeking academic consideration for the final in-class exam on March 25, 2025 will be required to provide formal supporting documentation. Students who are granted academic consideration for this assessment will be provided with the opportunity to make up this work as determined by the course instructor in accordance with university policies. The instructor reserves the right to deny academic consideration for these missed elements.

**The Critical Essay Assignment and the Essay Question:**

This exercise evaluates your familiarity with the course materials and main concepts by asking you to answer an open-ended question. Your goal is to demonstrate your comprehension and retention of, and proficiency with the course materials you have encountered in the first half of the course (from weeks 1-5).

A critical essay is not a report or summary of the readings and course materials; rather it is a structured interpretation of course materials demonstrated through the use of well-reasoned judgments and persuasive argumentation.

By drawing from as many of the relevant course materials and concepts to formulate, build and defend your answer to the essay question, you will demonstrate: a) your comprehension and mastery of the course concepts, feminist political theories, and historical knowledge; b) your ability to apply theoretical concepts to grasp of the course materials; and c) your ability to communicate your arguments in writing with concise, clear, and persuasive arguments.

Essay-writing workshops: During the second half of class in weeks 2 and 3, you will have a chance to learn more about how to tackle this assignment, how to identify and build strong arguments, how to write a strong introductory paragraph and thesis statement, and all about citations.

**The Essay Question:** *What is the best path to gender equality – institutional or non-institutional politics?*

Instructions: Answer the questions posed after having completed all the relevant online and in-person weekly components of the course. You have the option of choosing one side or the other, or both, or neither. In all cases, be sure to provide a clear, coherent, and persuasive justification for your response drawing exclusively on the course materials from weeks 1-5. This means that you do not have to do any additional research outside the course materials for this assignment. The aim of this assignment is to develop and defend a well-informed, well-argued, and well-written interpretation of the course materials in the first half of the course.

Format: All responses should be formulated in standard essay-style (introduction, body, conclusion, citations and bibliography); Typed, 12 point font, double-spaced, 1 inch margins, about 7 pages including citations and bibliography. Use Chicago citation style (footnote, bibliography format). [http://www.chicagomanualofstyle.org/tools\\_citationguide.html](http://www.chicagomanualofstyle.org/tools_citationguide.html)

For more information, please contact your TA.

## 6. Student Absences

University policy on academic considerations are described [here](#). This policy requires that all requests for academic considerations must be accompanied by a self-attestation. Further information about academic considerations, and information about submitting this self-attestation with your academic consideration request may be found [here](#).



Please note that any academic considerations granted in this course will be determined by the instructor, in consultation with the academic advisors in your Faculty of Registration, in accordance with information presented in this course outline.

### **Absences & Academic Consideration**

[https://counselling.ssc.uwo.ca/procedures/academic\\_consideration.html](https://counselling.ssc.uwo.ca/procedures/academic_consideration.html)

We all know that short-term absences can occur because all students must contend with ailments, varying demands, and the pressures of everyday life. Missing an occasional class/lecture/quiz will not have a significant impact on your academics as a whole, and for the most part, you are able to catch up without incident. Part of being a student means learning to cope with and manage these ailments, demands, and pressures – all of which are reasonably expected to surface during the school year.

What will **not** qualify for academic consideration:

[https://counselling.ssc.uwo.ca/procedures/exams/index.html#No\\_AC](https://counselling.ssc.uwo.ca/procedures/exams/index.html#No_AC)

- Sleeping in
- Misreading the timetable
- Flight arrangements
- Moving

Professors are not required to set a special examination and requests of this nature will be denied. Students are expected to schedule their personal business such as changing residence, vacations and flights so that these activities do not conflict with the exam schedule.

If you are unable to meet a course requirement due to illness or other serious circumstances, please follow the procedures below.

#### **Assessments worth less than 10% of the overall course grade**

There are no alternate assignments for missed classes including missed reflective writing assignments (unless you have documentation proving that you had an unforeseen and unavoidable emergency/accident preventing you from attending the Tuesday class in which case, the instructor may decide upon an alternate assignment; you must contact the instructor and provide your documentation as soon as possible).

Since you have 4 days to complete the weekly quiz, there are no makeups for missed weekly online quizzes except in circumstances of extended emergency and unless you have applied and been granted academic accommodation (\*remember, you can miss 1 quiz without losing any marks). If you are granted a make-up, you will be instructed on the date/time of the makeup by your TA.

#### **Assessments worth 10% or more of the overall course grade:**

For work totalling 10% or more of the final course grade, you must provide valid medical or supporting documentation to the Academic Counselling Office of your Faculty of Registration as soon as possible. For further information, please consult the University's medical illness policy at

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_medical.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf).

The Student Medical Certificate is available at

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf).

### **Absence in class on Mar 25, 2023:**

You will write an in-class final test on this date. The final assessment examines your cumulative knowledge of the course materials. Failure to write the in-class final test means that you have not completed all the requirements of the course and will result in a failing course grade unless valid medical or supporting documentation is furnished through the Academic Counselling process mentioned above. For excused absences, a make-up opportunity will be provided at a date of the instructor's choosing.

Note: missed work can only be excused through one of the mechanisms above. Being asked not to attend an in-person course requirement due to potential COVID-19 symptoms is not sufficient on its own. You should check the Western website to see what directives for COVID are to be followed. Western University has been and will continue to follow directives established by the Middlesex-London Health Unit. That directive will state whether students should or should not come to campus/class and any other requirements (e.g., masks are mandatory). Please check on your own and do not email the instructor, the Department Undergraduate Advisor/Coordinator or the Faculty of Social Science Academic Counselling Office.

## **6. Accommodation and Accessibility**

### **Religious Accommodation**

When a course requirement conflicts with a religious holiday that requires an absence from the University or prohibits certain activities, students should request accommodation for their absence in writing at least two weeks prior to the holiday to the course instructor and/or the Academic Counselling office of their Faculty of Registration. Please consult University's list of recognized religious holidays (updated annually) at

<https://multiculturalcalendar.com/ecal/index.php?s=c-univwo>.

### **Accommodation Policies**

Students with disabilities are encouraged to contact Accessible Education, which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The policy on Academic Accommodation for Students with Disabilities can be found at:

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/Academic Accommodation\\_disabilities.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic_Accommodation_disabilities.pdf).

## **7. Academic Policies**

The website for Registrarial Services is <http://www.registrar.uwo.ca>.

In accordance with policy,

[https://www.uwo.ca/univsec/pdf/policies\\_procedures/section1/mapp113.pdf](https://www.uwo.ca/univsec/pdf/policies_procedures/section1/mapp113.pdf),

the centrally administered e-mail account provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at their official university address is attended to in a timely manner.

No electronic devices will be permitted during the final in-class test.

### **Policy on Using AI Tools in this Course**

Using AI tools can be useful for some disciplines. But for this course, AI tools can be more harmful and unreliable than useful for research. For instance, tools like chatGPT often fail to cite correctly, adequately, or reliably. For these reasons, The use of generative AI tools (such as ChatGPT, DALL-E, etc.) to complete any of the course assignments ***are not permitted*** in this class; therefore, any use of AI tools for work in this class may be considered a violation of the University of Western Ontario's Academic Misconduct which may constitute a Scholastic Offence. The use of unauthorized AI tools can result in: a failure to receive full grades, the need to resubmit the assignment, need to orally present the assignment in office hours, or a failure to complete the requirements of the course.

### **Academic Integrity**

Academic integrity is essential to the pursuit of learning and scholarship in a university. The University treats cases of cheating and plagiarism very seriously (even when these are unintended because you should know when you are doing it).

Potential offences include, but are not limited to:

On tests and exams:

- Using or possessing unauthorized aids
- Communicating with someone else during an exam or test
- Misrepresenting your identity when you knew or ought to have known you were doing it.

In academic work:

- Falsifying institutional documents or grades
- Falsifying or altering any documentation required by the University, including (but not limited to) doctor's notes when you knew or ought to have known you were doing so.

All suspected cases of academic dishonesty will be investigated. If students have questions or concerns about what constitutes appropriate academic behaviour or appropriate research and citation methods, they are expected to seek out additional information on academic integrity from their instructors or from other institutional resources.

**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](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf).

All required essays are 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>).

## **8. Support Services**

### **Academic Counselling**

Please visit the Social Science Academic Counselling webpage for information on adding/dropping courses, academic considerations for absences, appeals, exam conflicts, and many other academic related matters: [Academic Counselling - Western University \(uwo.ca\)](http://academiccounselling.uwo.ca/)

### **Accessible Education**

For issues of accessibility contact Accessible Education at

[http://academicsupport.uwo.ca/accessible\\_education/index.html](http://academicsupport.uwo.ca/accessible_education/index.html)

If you have any questions regarding academic accommodations, contact

([http://academicsupport.uwo.ca/accessible\\_education/academic\\_accommodation.html](http://academicsupport.uwo.ca/accessible_education/academic_accommodation.html))

### **Health and Safety**

**Students** who are in emotional/mental distress should refer to Mental Health@Western (<https://uwo.ca/health/>) for a complete list of options about how to obtain help.

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at

[https://www.uwo.ca/health/student\\_support/survivor\\_support/get-help.html](https://www.uwo.ca/health/student_support/survivor_support/get-help.html).

To connect with a case manager or set up an appointment, please contact [support@uwo.ca](mailto:support@uwo.ca).

### **Learning Success Centre**

Learning-skills counsellors at the Learning Development and Success Centre (<https://learning.uwo.ca>) are ready to help you improve your learning skills. They offer presentations on strategies for improving time management, multiple-choice exam preparation/writing, textbook reading, and more. Individual support is offered throughout the Fall/Winter terms in the drop-in Learning Help Centre, and year-round through individual counselling.

### **University Student Council**

Additional student-run support services are offered by the USC, <https://westernusc.ca/services/>.

## ***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](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](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](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](mailto: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](http://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.

## **1. 1. 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.

## **2.        2.        Requests for Academic Consideration Using the Self-Reported Absence Form**

Western is discontinuing use of the Self Reported Absence system as of Fall 2022 and reinstating the AIUS policy or the Request for Academic Consideration for a Medical Absence, found here:

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_medical.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf)

## **3.        3.        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.

## **4.        4.        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.