

PSCI 4500B
Gender and Globalization

Class Time: Wednesday: 8:35-11:25
Location: Tory 219

Instructor: Christina Gabriel
Office: Room 1506 Dunton Tower
Phone: 520-2600 x. 1213
E-mail: christina_gabriel@carleton.ca
Office Hours: Wednesday 1:30-3:30 (or by appointment)

Course Description:

This course focuses on the gendered effects of globalization. It will examine how the changing nature of production, global flows of capital and people have a differential impact upon gender relations and the lives of women in different locations. In particular, it will consider how women have responded to these effects by considering women's activism in various local and transnational contexts – through non-governmental organizations (NGOS), grassroots organizations and international forums.

Course Objectives:

- to assess issues, concepts and debates associated with the gendered effects of globalization
- to analyze how processes of globalization have impacted on gender relations in various arenas
- to consider how women have responded to the outcomes of globalization in local, national and international realms

Format:

This class is structured as a weekly three-hour seminar. The instructor will begin each three-hour session with a short lecture (20 minutes) to introduce key themes and ideas associated with each topic. While there will be short student presentations in class, each session will operate as a seminar. Each student is expected to come to all classes and must be prepared to actively participate. All required readings must be completed prior to each class.

Course Materials:

Required: Deborah Barndt, *Tangled Routes. Women, Work, and Globalization on the Tomato Trail* (Lanham: Rowman and Littlefield, 2002). Available in university bookstore.

All other course material has been placed in the Political Science Reading, Room 666, Sixth Floor, Loeb Building. All required materials are also available through the reserve desk at the library. Please advise the instructor if you encounter difficulties in obtaining the course materials.

The following books have been placed on reserve. All other material is photocopied.

Daiva K. Stasiulis and Abigail Bakan, *Negotiating Citizenship: Migrant Women in Canada and the Global System* (London: Palgrave, 2003).

Deborah Barndt, *Tangled Routes: Women, Work and Globalization and the Tomato Trail* (Rowman and Littlefield, 2002).

David Held and Anthony McGrew, *The Global Transformations Reader* (Cambridge: Polity Press, 2000)

Marianne Marchand and Anne Runyon, *Gender and Global Restructuring* (London: Routledge, 2000).

Mary K. Meyer and Elisabeth Prugl, *Gender Politics in Global Governance* (US: Rowman and Littlefield, 1999).

Val Moghadam, *Globalizing Women. Transnational Feminist Networks*. (Baltimore: John Hopkins Press, 2005).

Nancy Naples and Manisha Desai, *Women's Activism and Globalization* (London: Routledge, 2002).

Evaluation:

Students will be evaluated on the following basis:

Essay Proposal* 10%

Students will be required to write an essay proposal based on a research topic of their choosing. The topic must be relevant to the broad themes and questions covered by this course. Each proposal should be six pages long, including an annotated bibliography. Details attached. Due Date: Feb. 1, 2006

Research Essay 35%

Students will submit a research paper based on their essay proposal. The paper should be 12-15 pages (3,000-3,750 words). Details attached. Due Date: March 29, 2006.

Critical Review 20%

All students will submit a critical review, five to seven pages, of Deborah Barndt's *Tangled Routes*. Details attached. Due Date: March 1, 2006.

Short Annotations 10%

Each student will submit five annotated entries (each entry worth 2%) based on the required course readings. Each annotation must be no longer than three quarters of a page, single-spaced and is due in class on the same day as relevant reading. There will be no exceptions for late or missing annotations. Details attached.

In-Class Presentation of Required Reading: 10%

Students will present a short presentation on one required reading in the term. A one page, double-spaced, summary of the presentation must be submitted at the same time. Details attached.

Attendance & Participation: 15%

Students will be evaluated on the basis of their active, informed and thoughtful oral participation in class discussions. See details attached. Attendance will be taken.

STUDENTS MUST COMPLETE ALL COURSE REQUIREMENTS IN ORDER TO OBTAIN A FINAL GRADE

Policies on Assignments:

Unless otherwise noted all assignments in this course must be 12 pt font, double-spaced and have standard one inch margins. As much as possible they should be free of spelling and grammatical errors. They must include appropriate citations and bibliography. Assignments that do not have citations will be returned to the student ungraded. Students will be permitted to re-submit the paper, within a specified deadline, but an automatic 10% penalty will be levied.

The University takes instructional offences (including plagiarism) very seriously. Please make sure that you are familiar with the regulations regarding instructional offences, which are outlined in the Undergraduate Calendar. Also, it is not acceptable to submit the same assignment in two different courses.

Assignments are due at the beginning of class on the date specified. They should be submitted directly to the Professor in class. If this is not possible use the Political Science Drop Box on the 6th Floor of Dunton. Please be aware that the drop box is cleared at 4:00 p.m. each day. Late papers without a date stamp will be assessed a penalty based on the date the Professor actually receives the paper.

Do not slip assignments under my office door or post it on my office door. Do not submit written assignments by e-mail or fax.

It is the student's responsibility to ensure that papers are received by the Professor and it is the student's responsibility to collect the graded paper in a timely fashion. Students should make a copy of all of their assignments before submitting them and are advised to keep all notes and drafts of work until after the final grade has been assigned and awarded.

**** Late Penalties**

Assignments are due on the dates specified in the course outline. Late papers will be subject to a penalty of 2% a day not including weekends. Please contact me well in advance if you anticipate a problem in meeting the due date. Assignments will not be accepted two weeks after the due date. No retroactive extensions will be permitted. Do not ask for an extension on the due date of the assignment. Exceptions will be made only in those cases of special circumstances, (e.g. illness, bereavement) and where the student has verifiable documentation.

The Senate deadline for completion of term work is **Friday, April 7, 2005.**

Academic Accommodation***For Students with Disabilities***

Students with disabilities needing academic accommodations are required to contact a coordinator at the Paul Menton Centre to complete the necessary *letters of accommodation*. The student must then make an appointment to discuss their needs with the instructor at least two weeks prior to the first class test. This is to ensure sufficient time is available to make the necessary accommodation arrangements.

For Religious Observance:

Students requesting academic accommodation on the basis of religious observance should make a formal, written request to their instructor for alternative days and/or means of satisfying academic requirements. Such requests should be made in the first two weeks of class, or as soon as possible after the need for accommodation is known to exist, but no later than two weeks before the compulsory academic event. Accommodation is to be worked out directly and on an individual basis between the student and the instructor(s) involved.

For Pregnancy

Pregnant students requiring academic accommodations are encouraged to contact an Equity Advisor in Equity Services to complete a *letter of accommodation*. The student must then make an appointment to discuss her needs with the instructor at least two weeks prior to the first academic event in which it is anticipated the accommodation will be required.

SCHEDULE OF CLASSES

UNIT I

Jan. 4 Introduction to the Course

Introduction to course themes
Review of course outline and requirements

Students will sign up in class for seminar presentation

Jan. 11 Gender Perspectives & Globalization

**Marianne Marchand and Anne Sisson Runyan, "Introduction: Feminist Sighting of Global Restructuring: Conceptualizations and Reconceptualizations" in *Gender and Global Restructuring. Sighting, Sites and Resistances*. eds. Marianne Marchand and Anne Sisson Runyan (New York: Routledge, 2000) pp.1-22.

**Val Moghadam, "Globalization and Its Discontents. Capitalist Development, Political Movements and Gender" in *Globalizing Women. Transnational Feminist Networks*. (Baltimore: John Hopkins Press, 2005) pp. 21-49.

Ruth Pearson, "Moving the Goalposts: Gender and Globalization in the Twenty-First Century" *Gender and Development* 8:1 (March 2000) pp. 10-19.

Jan Arte Scholte, "Part I" *Globalization a Critical Introduction. 2nd Edition* (UK: Macmillan-Palgrave Press, 2003) pp.13-85.

Recommended:

David Held and Anthony McGrew, "The Great Globalization Debate: An Introduction" in *The Global Transformations Reader*. ed. David Held and Anthony McGrew (Stanford: Polity Press, 2000) pp. 1-45

V. Spike Peterson and Anne Sisson Runyan, "*Global Gender Issues* (Boulder: Westview, 1999) Chapters One and Two pp. 1-68.

In class presentations start

Jan. 18 Gender, Globalization and Politics of Location

**Caren Kaplan, "The Politics of Location as Transnational Feminist Critical Practice" in *Scattered Hegemonies* ed. Inderpal Grewal and Caren Kaplan (Minn: University of Minnesota Press, 1994).

**Chandra Talpade Mohanty, "Under Western Eyes: Feminist Scholarship and Colonial Discourses" in *Feminism Without Borders* (North Carolina: Duke University, 2003) pp. 43-84

Chandra Talpade Mohanty, "Under Western Eyes" Revisted: Feminist Solidarity through Anticapitalist Struggles" in *Feminism Without Borders. Decolonizing Theory, Practicing Solidarity* (North Carolina: Duke University, 2003) pp.221-251.

Video: Under One Sky, 1999, 43 minutes, [253853], To be confirmed

Recommended

Rosemary Tong, "Chapter 7 Multicultural and Global Feminism" in *Feminist Thought. A More Comprehensive Introduction*. (Colorado: Westview Press, 1998) pp. 212-245.

Jan. 25 Gender, Technology and Virtual Political Spaces

**Arturo Escobar, "Gender, Place and Networks: A Political Ecology of Cyberculture" in *Women at Internet. Creating New Cultures in Cyberspace* Ed. Wendy Harcourt (London: Zed Books, 1999).

Sue Rosser, "Through the Lenses of Feminist Theory. Focus on Women and Information Technology" in *Frontiers* 26:1 (2005) pp. 1-23.

**Anne Scott, "(In)Forming Politics: Processes of Feminist Activism in the Information Age" *Women's Studies International Forum* 24:3/4 (2001) pp. 409-21.

UNIT II

Feb. 1 Neoliberalism, States and Markets

**Isabella Bakker, "Neo-liberal Governance and the Reprivatization of Social Reproduction: Social Provisioning and Shifting Gender Orders" in *Power, Production and Social Reproduction* Eds. Isabella Bakker and Stephen Gill (Basingstoke: Palgrave-Macmillan, 2003) pp. 66-82.

**Val Moghadam, "Economic Restructuring and the Gender Contract: A Case Study of Jordan" in *Gender and Global Restructuring* (London: Routledge, 2000) pp.99-116.

Pamela Sparr, "What is Structural Adjustment" in *Mortgaging Women's Lives. Feminist Critiques of Structural Adjustment* ed. Pamela Sparr (London: Zed Books, 1994) pp. 1-12.

Pamela Sparr, "Feminist Critiques of Structural Adjustment" in *Mortgaging Women's Lives. Feminist Critiques of Structural Adjustment* ed. Pamela Sparr (London: Zed Books, 1994) pp. 13-39.

Essay Proposal Due in Class

Feb. 8 Gender, Globalization and Employment

**Pat Armstrong, "The Feminization of the Labour Force: Harmonizing Down in a Global Economy" in *Rethinking Restructuring. Gender and Change in Canada*. Ed. Isabella Bakker (Toronto: University of Toronto Press, 1996) pp. 29-54.

Jennifer Bickham Mendez, Creating Alternatives from a Gender Perspective: Transnational Organizing for Maquila Workers in Central America in *Women's Activism and Globalization* eds. Nancy Naples and Manisha Desai (New York: Routledge, 2002) pp.121-141.

**Juanita Elias, "Stitching-up the Labour Market: Recruitment, Gender and Ethnicity in the Multinational Firm" in *International Feminist Journal of Politics* 7:1 (March 2005) 90-111.

Val Moghadam, "Gender and Globalization: Female Labour and Women's Mobilization" in *Journal of World Systems Research* V:2 (Summer 1997) pp. 367-388.

Video: Made in Thailand, 1999, 33 min [25948] To be confirmed

Feb. 15 Regional Trade Blocs – Gender Matters

**Jane H. Bayes and Rita Mae Kelly, “Political Spaces, Gender and NAFTA,” in *Gender, Globalization and Democratization*. ed. Rita Mae Kelly et. al. al. (Lanham: Rowman and Littlefield, 2001) pp.149-170.

**Laura Macdonald, "Globalization and Social Movements: Comparing Women's Movements' Responses to NAFTA in Mexico, the U.S. and Canada" *International Journal of Feminist Politics*, 4:2 (August 2002) pp. 151-172.

Anne Sisson Runyon, “The Places of Women in Trading Places Revisited” in *Globalization Theory and Practice, Second Edition* ed. Eleonore Kofman and Gillian Youngs (New York: Continuum, 2003) pp.139-156.

FEBRUARY 20 – 24: READING WEEK NO CLASS

UNIT III

Mar. 1 Health, Reproductive Rights and Population Policy

Lesley Doyal, “Putting Gender into Health and Globalization Debates: New Perspectives and Old Challenges” in *Third World Quarterly* 23:2 (2002) pp. 233-250.

**Naila Kabeer, “Implementing the Right to Choose: Women, Motherhood and Population Policy” in *Reversed Realities. Gender Hierarchies in Development Thought* (London: Verso, 1994) pp.187-222.

**Rosalind Petchesky, “Chapter 2, UN Conferences as Sites of Discursive Struggle. Gains and Fault Lines” in *Global Prescriptions. Gendering Health and Human Rights* (London: Zed Books, 2003) pp. 31-75.

Critical Review Due in Class

Mar. 8 Citizenship, Migration and Care in a Global World

**Kristen Hill Maher, “Globalized Social Reproduction: Women Migrants and the Citizenship Gap” in *People Out of Place* Ed. Alison Brysk and Gershon Shafir (New York: Routledge, 2004) pp. 131-152.

Parvati Raghuram, “Crossing Borders: Gender and Migration” in *Mapping Women, Making Politics* Eds Lynn Staeheli, Eleonore Kofman and Linda Peake (London: Routledge, 2004) pp. 185-199.

Jan Jindy Pettman, “Globalization and the Gendered Politics of Citizenship” in *Women, Citizenship and Difference* (London: Zed Books, 1999) pp. 201-220.

**A. Bakan and D. Stasiulis, “Making the Match: Domestic Placement Agencies and the Racialization of Women’s Household Work” in *Signs. Journal of Women and Culture and Society* 20 (1995) pp. 303-35.

Video: Maid in America, 2004, 58 minutes [262897], To be confirmed

Recommended:

Daiva Stasiulis and Abigail Bakan, *Negotiating Citizenship. Migrant Women in Canada and the Global System* (Basingstoke: Palgrave-Macmillan, 2003).

Mar. 15 Global Sex Work

**Leslie Jeffrey, "Canadian and Migrant Sex-Work: Challenging the 'Foreign' in Foreign Policy" in *Canadian Foreign Policy* 12:1 (Spring 2005) pp. 33-48.

Ratna Kapur, "The 'Other' Side of Globalization: The Legal Regulation of Cross-Border Movements" in *Canadian Women's Studies* 22:3-4 (Spring-Summer 2003) pp.1-15.

**Audrey Macklin. "Dancing across borders: 'exotic dancers,' trafficking, and Canadian immigration policy." *International Migration Review*. 37:1 (2003). pp. 464-503.

Jan Jindy Pettman, "International Sex and Service" in *Globalization Theory and Practice, Second Edition* Ed. Eleonore Kofman and Gillian Youngs (New York: Continuum, 2003) pp.157-173.

Nandita Sharma, "Travel Agency: A Critique of Anti-Trafficking Campaigns" in *Refuge* 21:3 pp. 53-65

Recommended:

Kamela Kempadoo and Jo Doezema, *Global Sex Workers: Rights and Resistance* (London: Routledge, 1999)

Mar. 22 Class Cancelled

This class will be made up on Wednesday, April 5 during the scheduled review period.

Mar. 29 Gender, Global Governance & Sites of Activism

Jill Steans, "Global Governance: A Feminist Perspective" in *Governing Globalization*. eds. David Held and Anthony McGrew (Cambridge: Polity, 2002) pp. 87-108.

**Irene Tinker, "Nongovernmental Organizations: An Alternative Power Base for Women" in *Gender Politics in Global Governance* ed. Mary Meyer and Elisabeth Prugl (USA: Rowman and Littlefield, 1999) pp. 88-106.

**Elisabeth Friedman, "Gendering the Agenda: The Impact of the Transnational Women's Rights Movement at UN Conferences" *Women's Studies International* 26:4 (2003) pp. 313-31.

Final Essay Due in Class

April 5 Transnational Feminism – Future Directions

**Manisha Desai, "Transnationalism: The Face of Feminist Politics Post Beijing" in *International Social Science Journal* 57:184 (June 2005)

**Lenore Lyons, "Organizing for Domestic Workers Rights in Singapore. The Limits of Transnationalism" in *Feminist Politics, Activism and Vision* (Toronto: Zed Books) pp. 149-166.

Jan Jindy Pettman, "Global Politics and Transnational Feminisms" in *Feminist Politics, Activism and Vision. Local and Global Challenges* eds. Luciana Ricciutelli et. al. (Toronto & London: Inanna & Zed Press, 2004) pp. 49-63.

PSCI 4500B - Gender and Globalization - Assignments

In-Class Presentation Based on Required Course Reading

Worth: 10%

Dates of Presentations will be arranged in class January 4.

All students will make a short presentation (ten minutes long) based on one assigned reading. Presentations that are too long (or too short) will be assessed accordingly.

Guidelines:

- Do not provide a detailed summary of the reading.
- Highlight key debates or issues raised by the author
- Discuss the strengths and weaknesses of the reading
- How does the reading relate to other assigned course readings and broader theme of globalization and gender?
- Raise one question for classroom discussion.

Written Summary

You are required to submit a one-page summary of your oral presentation. It must include your discussion question. This summary is due in the same class as your presentation. Late submissions will be penalized.

Note: You cannot do an in-class presentation on one of your five short annotations.

Critical Review

Due Date: March 1, 2006.

Worth: 20%

Length: Seven pages

Task:

Your task is to write a critical review of Deborah Barndt, *Tangled Route. Women, Work and Globalization on the Tomato Trail*.

Your paper should offer a careful review of the reading. While it should contain a brief summary and description of the book its more important to develop an assessment of the work. For example, among the issues/questions you should consider:

- what is the stated purpose of the book
- how is it organized
- how successful was the author in achieving her purpose (e.g. methodology, evidence, etc.)
- what is the relevance of this work (e.g. who would be interested in it)
- how does this book relate to the broader concepts and themes of the course?

PSCI 4500B – Gender and Globalization

Short Annotations

Worth: 10% [Five annotations @ 2% each]

Length: Between one half and three quarters of a page, single-spaced.

Due Date: Due on the same date as relevant reading.

Note: Missing or late annotations will not be accepted. In other words if you are absent from class you are not permitted to submit the annotation. Exceptions will be made only in case of illness or other documentable circumstances.

*Group collaboration is not permitted on this assignment.

Purpose:

The purpose of the short written annotations is:

To engage with the required reading in a focused and critical manner

To enhance your contributions to seminar discussions.

Task:

Throughout the term each student in the class will submit five written annotations based on the required readings. Be prepared, if called upon, to share the points in your annotation in class. Each annotation should begin with relevant bibliographic details (author, title, source, publisher, year of publication). It should include the following information:

Topic of the reading

Key question or central argument

Key supporting claims of the author

Your identification of a strength and/or weakness of the reading

One question for class discussion

Choice of Annotations: *

Those students with the surname beginning with A-K may choose one reading/per week from the following weeks. You must complete one annotation for each topic.

Jan. 18

Feb. 1

Feb. 15

Mar. 8

Mar. 29

Those students with the surname beginning with L-Z may choose one reading/per week from the following weeks. You must complete one annotation for each topic.

Jan. 25

Feb. 8

Mar. 1

Mar. 15

Apr. 5

*Note: Students are not permitted to write an annotation on the same reading as their in- class presentation.

PSCI 4500B - Gender and Globalization

Essay Proposal

Due Date: Feb. 1, 2006
Length: 12 pt font, Six pages
Worth: 10%

Purpose:

The purpose of this assignment is to allow students an opportunity to do some preliminary research on an aspect of gender and globalization. The proposal is intended to assist students to develop and frame their own research topic. Additionally, this assignment ensures that students are provided with some early feedback on their proposed topic and preliminary thesis.

Your subsequent essay must reflect the topic outlined in the essay proposal.

Task:

Your essay proposal must include:

- A statement of topic. Why is this of interest to you and how does it relate to the course theme of gender and globalization?
- A preliminary thesis suggesting the directions you will pursue in this paper
- A brief statement of why your thesis and topic is significant. Why is it important?
- A brief summary of what you have learned regarding key issues and debates in the relevant scholarly literature.
- A brief statement of how you plan to carry out the rest of your research

Annotated Bibliography:

Your proposal must also include an annotated bibliography of **five scholarly sources**. Each entry must include: (a) complete bibliographic details (b) topic of source (c) purpose/thesis and (d) why is this particular source important or relevant to your proposed topic.

Note:

The readings listed in your course outline provide a good starting point for identification of a topic and suggestions for other research sources. Where appropriate, course material should be integrated into your final essay. However, your annotated bibliography in the proposal should be a list of scholarly sources that do not appear on your course syllabus.

Essay

Due Date: March 29, 2006
Worth: 35%
Length: 12 – 15 pages (3,000 – 3,750 words)

Purpose:

The purpose of the essay is to provide you with an opportunity to develop the topic identified in your initial research proposal into a comprehensive, scholarly research paper.

Marking:

The paper will be marked on three criteria:

- Argument, organization and logic. Is the thesis presented in a logical and convincing manner?
- Research and use of evidence: Does the paper contain extensive and effective use of available research sources? Does it contain proper footnotes/endnotes and bibliographic style?
- Communication: Is the paper organized and written as clearly and concisely as possible?

PSCI 4500B - Gender and Globalization

Seminar Participation

This class runs as a seminar based discussion. Students should come to class having completed the required reading in advance. Your active and thoughtful participation is important to the learning process. Attendance counts in the assessment of participation and attendance will be taken in each class. Seminar assessment will be based on the following broad guidelines

Grade:

A +

- Attendance – Always
- Completed all the readings and is well prepared for class
- Draws connections between readings and course themes
- Offers excellent assessment on individual readings
- Provides original ideas on weekly topic
- Generates topical class discussion
- Always has insights on topic but is careful not to dominate discussion
- Asks relevant and topical questions

A/A-

- Attendance – Perfect or Near Perfect
- Completed all the readings and is prepared for class
- Draws links between readings and course themes
- Offers very good assessments on individual readings and is a frequent participant
- Generates topical class discussion
- Asks relevant and topical questions

B+

- Attendance - Near Perfect
- Completed all the readings and is prepared for class
- Offers useful observations of weekly reading
- Regular participant in weekly discussions

B/B-

- Attendance – Regular
- Completed most of the readings
- Good understandings of the theme of the required readings but may not always draw links between them
- Regular participant in discussion

C

- Attendance – Regular (or erratic)
- Has completed some of the required readings
- Does not actively participate in class discussion (or participation may not always reference weekly topic and/or substantive themes of reading)
- Oral contributions are sometimes off topic

D (or less)

- Both attendance and participation erratic

Academic Accommodations

For Students with Disabilities: Students with disabilities requiring academic accommodations in this course are encouraged to contact the Paul Menton Centre (PMC) for Students with Disabilities (500 University Centre) to complete the necessary forms. After registering with the PMC, make an appointment to meet with the instructor in order to discuss your needs **at least two weeks before the first in-class test or CUTV midterm exam**. This will allow for sufficient time to process your request. Please note the following deadlines for submitting completed forms to the PMC for formally scheduled exam accommodations: **November 7th, 2005** for fall and fall/winter term courses, and **March 10, 2006** for winter term courses.

For Religious Observance: Students requesting accommodation for religious observances should apply in writing to their instructor for alternate dates and/or means of satisfying academic requirements. Such requests should be made during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist, but no later than two weeks before the compulsory academic event. Accommodation is to be worked out directly and on an individual basis between the student and the instructor(s) involved. Instructors will make accommodations in a way that avoids academic disadvantage to the student. Instructors and students may contact an Equity Services Advisor for assistance (www.carleton.ca/equity).

For Pregnancy: Pregnant students requiring academic accommodations are encouraged to contact an Equity Advisor in Equity Services to complete a *letter of accommodation*. Then, make an appointment to discuss your needs with the instructor at least two weeks prior to the first academic event in which it is anticipated the accommodation will be required.

Plagiarism: The Undergraduate Calendar defines plagiarism as: "to use and pass off as one's own idea or product, work of another without expressly giving credit to another." The Graduate Calendar states that plagiarism has occurred when a student either: (a) directly copies another's work without acknowledgment; or (b) closely paraphrases the equivalent of a short paragraph or more without acknowledgment; or (c) borrows, without acknowledgment, any ideas in a clear and recognizable form in such a way as to present them as the student's own thought, where such ideas, if they were the student's own would contribute to the merit of his or her own work. Instructors who suspect plagiarism are required to submit the paper and supporting documentation to the Departmental Chair who will refer the case to the Dean. It is not permitted to hand in the same assignment to two or more courses. The Department's Style Guide is available at: www.carleton.ca/polisci/undergrad/styleguide.pdf

Oral Examination: At the discretion of the instructor, students may be required to pass a brief oral examination on research papers and essays.

Submission and Return of Term Work: Papers must be handed directly to the instructor and will not be date-stamped in the departmental office. Late assignments may be submitted to the drop box in the corridor outside B640 Loeb. Assignments will be retrieved every business day at 4 p.m., stamped with that day's date, and then distributed to the instructor. For essays not returned in class please attach a **stamped, self-addressed envelope** if you wish to have your assignment returned by mail. Please note that assignments sent via fax or email will not be accepted. Final exams are intended solely for the purpose of evaluation and will not be returned.

Approval of final grades: Standing in a course is determined by the course instructor, *subject to the approval of the Faculty Dean*.

Course Requirements: Students must fulfill all course requirements in order to achieve a passing grade. Failure to hand in any assignment will result in a grade of F. Failure to write the final exam will result in a grade of ABS. FND (Failure – No Deferred) is assigned when a student's performance is so poor during the term that they cannot pass the course even with 100% on the final examination. In such cases, instructors may use this notation on the Final Grade Report to indicate that a student has already failed the course due to inadequate term work and should not

be permitted access to a deferral of the examination. Deferred final exams are available ONLY if the student is in good standing in the course.

Connect Email Accounts: The Department of Political Science strongly encourages students to sign up for a campus email account. Important course and University information will be distributed via the Connect email system. See <http://connect.carleton.ca> for instructions on how to set up your account.