

## GEOG/ENST 4450A: COMMUNITY-ENGAGED RESEARCH ON CARE AND/IN THE CITY [0.5 CR]

Department of Geography and Environmental Studies, Carleton University, Fall 2023

*Draft Course Outline (complete course outline to be provided in class/on Brightspace)*

**Instructor:** Jill Wigle, PhD  
**Email:** [Jill.Wigle@carleton.ca](mailto:Jill.Wigle@carleton.ca)  
**Class:** Tuesdays, 11:35 to 14:25  
**Office hours:** By appointment  
**Brightspace:** <https://brightspace.carleton.ca/d2l/home/212181>

### Calendar Description

Working in partnership with local organizations, students apply their geographical knowledge to conduct community-engaged research. Student projects will generate outputs for community partners. Research topics vary year to year. *Includes experiential learning activity.*

### Course Description

How would a city organized around equity and care be different from the status quo? In this course, students will research urban policies and practices for making more equitable cities, with a focus on collective care. This focus on collective care will pivot around analyzing the social and spatial organization of urban infrastructures and everyday life using an intersectional gendered lens. The community-engaged research will be conducted for and presented to two partner organizations actively working on these issues in Ottawa and internationally. The course will combine individual and group work and involve secondary research on Ottawa and other cities.

**Prerequisite:** fourth year standing, or permission of the Department.

### Registration

The registration process for this course differs slightly from others. If interested in registering, send an email indicating your year and program, CGPA, and why you are interested in this class to the instructor, and then enter a registration override request in Carleton Central. Once approved, you will get a message from the system telling you to proceed to registration.

### Learning Outcomes

This course provides students with opportunities to: (1) learn about a range of issues, policies, and concepts for thinking about equity and care in cities; (2) become familiar with the linkages between everyday lives, social reproduction, and the configuration of urban space; (3) work with other students and community partners in analyzing city policies and conducting research; and (4) strengthen oral presentation and critical reading, thinking, and writing skills.

### Format and Approach

This course meets in-person once weekly for three hours. Classes will combine lectures, class discussions, audio-visual materials, guest speakers, virtual and in-person field trips. During the term, class time will be set aside for in-class workshops related to generating the final report(s) for the partner organizations. Some classes may involve off-campus site visits. Readings, lectures, class discussions, and

assignments are designed to complement each other in meeting the course’s learning outcomes. Class participation and collaboration are a vital part of this community-engaged research course.

**Course Materials and Brightspace**

Unless otherwise indicated, all required readings and course materials are available through the ARES link on Brightspace. The course outline, the schedule of reading discussants, assignment guidelines, lecture slides, and audio-visual materials used in class will be posted on Brightspace during the term. Lecture slides provide a *partial* summary of class content and are *not* an adequate replacement for attending class. Students’ confidential grades will also be posted on Brightspace, as available.

**Course Communications**

Please use your Carleton email account for all course correspondence, placing “GEOG 4450” in the subject heading. Email is an acceptable medium for responding to simple inquiries (“Could you please ask the library to fix the ARES link to the Kern reading?”) but is not designed for dealing with complex questions (“I was absent from class. What did I miss?”). If your question cannot be answered in a sentence or two, please email me to make an appointment.

**Course Schedule**

- Week 1: Introduction to Course and Community-Engaged Research Project (September 12)
- Week 2: Context and Introduction to Community Partners (September 19)
- Week 3: Social Reproduction and Everyday Life in the City (September 26)
- Week 4: Geographies of Care I (October 3)
- Week 5: Ottawa Field Trip (October 10)
- Week 6: Geographies of Care II (October 17)
- Week 7: Ottawa Workshop and Student-Led Briefings (October 31)
- Week 8: Urban Space and the Right to Everyday Life (November 7)
- Week 9: Action on Care I: Bogotá (November 14)
- Week 10: Action on Care II: Barcelona (November 21)
- Week 11: Care-full Cities and In-Class Workshop (November 28)
- Week 12: Class Presentation to Partner Organizations (December 5)

**Evaluation**

Final grades will be based on the following evaluation components:

Component	Info and Key Dates	% Final Grade
Reading discussant	See sign-up sheet on Brightspace	5
Written assignment no. 1	Due by 11:59 pm on October 13 via BS	20
Student-led policy briefings	In class on October 31	5
Class attendance	Classes attended weeks 2-11, inclusive	10
Class engagement	Assessed for the entire term	10
Draft final report	Due by 11:59 pm on November 17 via BS	10
Class presentation to partners	In class on December 5, 2023	10
Final report	Due by 11:59 pm on December 8 via BS	30

### ***Written Assignments (60%)***

There are 3 related written assignments in this class. The first written assignment (20%) serves as a “building block” for the second assignment. The second assignment – a final research report submitted to the partner organizations – represents the culmination of your class-related work in the course. The second assignment will be completed in two phases and involves first submitting a draft final report for feedback (10%) followed by a *revised* final report (30%) at the end of the term. If students choose *not* to submit a draft final report, their final report will be worth 40% of their final grade.

All written assignments should adhere to proper spelling, grammar, the consistent use of academic referencing (<https://library.carleton.ca/guides/help/citing-your-sources>) and the assignment guidelines posted on Brightspace. Please retain a hard copy (with electronic backup) of submitted work. More details to be provided in class.

### ***Class Participation (30%)***

In a community-engaged research course and upper-level seminar, it is essential that students attend class; complete the assigned readings prior to class; engage actively and respectfully in class discussions; participate fairly in group work and adhere to academic integrity guidelines.

### ***Reading discussant (5%)***

Students will be asked to sign-up as a “reading discussant” for a given week during the term. A sign-up sheet for this activity will be circulated in the first week of class and posted on Brightspace. The sign-up sheet outlines the guiding questions for discussants. No formal presentation is required. The dates on the sign-up sheet should be treated as any other due date. More details to be provided in class.

### ***Student-led briefings (5%)***

Students will be asked to present brief oral summaries of relevant City of Ottawa policies and plans to help inform the community-engaged research project during an in-class workshop on **October 31**. These student-led briefings will assume an informal approach emphasizing discussion and sharing of information; no formal presentation is required. More details to be provided in class.

### ***Class attendance (10%)***

A simple tally of the number of classes attended during the term, excluding the first and final class. Students are expected to attend the final class to participate in the presentation to the partner organizations. If you miss a class because of an illness or other unforeseen circumstances, please email the self-declaration form to me *before* class.

### ***Class engagement (10%)***

Class engagement involves completing the readings *before* class and participating in class discussions and activities, commenting on the readings, asking questions of guest speakers, raising issues or clarifications about class materials, etc. Class engagement will be evaluated by the instructor based on overall participation during the entire term.

### ***Presentation to Partner Organizations (10%)***

Students will collaborate on producing a collective summary and presentation (in ppt form) of key findings drawn from their final reports for the partner organizations on **December 5**. In-class time will be provided to prepare the presentation on **November 28**. The presentation will involve discussion with the organizations which students will find useful in polishing their final reports. More details to be provided in class.

### **Late Assignments**

Late written assignments will be subject to a reduction of the overall mark at the rate of 5% for each calendar day past the due date, unless accompanied by adequate documentation for a *legitimate* reason. Assignment extensions will be considered for legitimate reasons beyond your control (e.g. illness). In such cases, contact me as soon as possible and preferably *before* an assignment is due to discuss possible accommodations. During the term, late submissions will *not* be accepted more than 7 days past the due date. Requests for a review of an assigned grade for a written assignment should take place by email *within 7* days of the grade being posted on Brightspace. As per the Carleton University Undergraduate Academic Calendar, December 8, 2023 is the last day to submit written work for the fall term. In place of a doctor's note or medical certificate, students are asked to complete the [self-declaration form](#) available on the Registrar's Office website to notify the instructor of their absence in class or to request accommodation for late assignments.

### **Deferred Assignments**

Only official deferrals petitioned through the Office of the Registrar will be honoured. Students who are unable to complete an assignment or final project because of illness or other circumstances beyond their control, may apply within five working days to the Registrar's Office for permission to extend a deadline. Permission can be granted only if the request is fully and specifically supported by a medical certificate or other relevant documents.

### **Laptops and Cell Phones**

To encourage a respectful and interactive learning environment, students are asked to put away their cell phones during class and to use laptops *only* for taking class notes. We will also use laptops for virtual field trips and other class activities during the term.

### **Drop Date**

Please check the Carleton University Calendar for the last day in the term to withdraw from a course with full fee adjustment.

### **Grades**

In accordance with the Carleton University Calendar, the letter grades assigned in this course will have the following percentage equivalents:

A+ = 90-100	B+ = 77-79	C+ = 67-69	D+ = 57-59	F = < 50
A = 85-89	B = 73-76	C = 63-66	D = 53-56	
A - = 80-84	B - = 70-72	C - = 60-62	D - = 50-52	

ABS = student absent from the final exam; DEF = Deferred; FND = failed, not deferred; GNA = grade not available; WDN = withdrawn from the course. Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the professor may be subject to revision. No grades are final until they have been approved by the Dean.

### **Academic Integrity**

Students are responsible for familiarizing themselves with Carleton's Academic Integrity Policy, available here: <https://carleton.ca/registrar/academic-integrity/>.

### ***Instructional and conduct offences***

Instructional offences include plagiarism and submitting similar work in two or more courses without prior permission. Conduct offences apply in areas of discrimination and sexual harassment. Further information about university regulations which define and regulate these offences is available here: <http://calendar.carleton.ca/undergrad/regulations/>.

### ***Plagiarism***

This includes reproducing or paraphrasing portions of someone else's published or unpublished material, regardless of the source, and presenting these as one's own without proper citation or reference to the original source. Examples of sources from which the ideas, expressions of ideas or works of others may be drawn from include but are not limited to books, articles, papers, literary compositions and phrases, performance compositions, artworks, research results, diagrams, material on the internet and/or conversations. Examples of plagiarism include, but are not limited to: any submission prepared in whole or in part, by someone else, including the unauthorized use of generative AI tools (e.g. ChatGPT); using ideas or direct, verbatim quotations, paraphrased material, algorithms, or ideas without appropriate acknowledgment in any academic assignment; using another's data or research findings without appropriate acknowledgement; and failing to acknowledge sources through the use of proper citations when using another's work and/or failing to use quotations marks.

Plagiarism is a serious offence that cannot be resolved directly by the course instructor. The Associate Dean of the Faculty conducts a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of "F" for the course. The key to avoiding plagiarism is to learn how to do research and how to cite sources properly. For more information, see: [www.library.carleton.ca/help/avoid-plagiarism](http://www.library.carleton.ca/help/avoid-plagiarism).

### ***Prohibitions on the use of artificial intelligence tools***

The use of generative artificial intelligence tools (e.g. ChatGPT) for the creation or submission of graded work is prohibited in this course.

### **Statement on Student Mental Health**

University students may experience a range of mental health challenges that significantly impact your academic success and overall well-being. If you need help, please speak to someone. There are numerous resources available both on- and off-campus to support you. Here is a list that may be helpful: <https://wellness.carleton.ca/>.

## Academic Accommodations

Students may need special arrangements to meet their academic obligations during the term. For an accommodation request, the processes are as follows:

*Informal accommodation due to short-term incapacitation:* “Short-term incapacitation” is illness, injury, or other extenuating circumstances beyond your control that can disrupt your ability to meet your academic obligations for five or fewer days. Depending on the circumstances, students may need to temporarily step away from their studies in order to take proper care of themselves. If you are missing coursework or midterm work due to short-term incapacitation, contact your instructor(s) directly to request academic consideration. Students are not required to submit a medical note if the absence lasts five or fewer days. If your instructor(s) requests that you provide supporting documentation, complete the [self-declaration form](#). Instructors have the right to determine appropriate consideration at their discretion.

*Pregnancy obligation:* Please contact the instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, please review the [Student Guide to Academic Accommodation \(PDF, 2.1 MB\)](#).

*Religious obligation:* Please contact the instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, please review the [Student Guide to Academic Accommodation \(PDF, 2.1 MB\)](#).

*Academic accommodations for students with disabilities:* If you have a documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (PMC) at 613-520-6608 or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation or contact your PMC coordinator to send your instructor your Letter of Accommodation at the beginning of the term. You must also contact the PMC no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with your instructor as soon as possible to ensure accommodation arrangements are made. For more details, visit the [Paul Menton Centre website](#).

*Survivors of sexual violence:* As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and where survivors are supported through academic accommodations as per Carleton’s Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit the [Equity and Inclusive Communities website](#).

*Accommodation for student activities:* Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation must be provided to students who compete or perform at the national or international level. Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, see the [Senate Policy on Accommodation for Student Activities \(PDF, 25KB\)](#).