

**Department of Geography and Environmental Studies**  
**GEOG/ENST 4450B**  
*Community-Engaged Research*  
**Course Syllabus / Winter Term 2024**

**Instructor:** Patricia Ballamingie, B.A.H., M.E.S., Ph.D.  
Professor, Geography & Environmental Studies/ Institute of Political Economy  
**Office Hours:** By appointment.  
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**Web site:** <http://www2.carleton.ca/geography/staff-faculty/ballamingie-patricia/>  
**Seminar:** [Tuesdays, 2:25 pm – 5:25 pm, January 8 – April 10, 2024](#)  
**Location:** Hybrid of in person, online (Zoom), and in community

**GEOG 4450B / ENST 4450B [0.5 credit] – *Community-Engaged Research***

**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.

**Prerequisite(s):** fourth-year standing, or permission of the department.

**Format:** Lectures, discussion, and project work three hours a week – primarily scheduled synchronously (during class timeslot) with some asynchronous scheduling (based on student and community partner availability). Enrollment will be capped at 20 to facilitate oversight.

Students must email the instructor, Dr. Ballamingie, with a paragraph Expression of Interest detailing why they wish to take this class, noting their program and standing, CGPA, and disciplinary formation. If approved, please submit an override request on the course registration page and it will be approved by the administrator, Karen Tucker.

NB Each student must complete the free, online TCPS2 certificate (Course on Research Ethics) before engaging in primary data collection: <http://tcps2core.ca/welcome>

Students in this class will work in small teams with community-based partners on applied action research projects aimed at:

- (a) building just and sustainable regional food systems; or
- (b) advancing safe and affordable housing for all.

Specifics TBD.

The instructor will facilitate contacts, co-determine project parameters, assist with ethics clearance, and guide project design and analysis. Both lay and scholarly outputs will be generated.

NB You can also take ENST/GEOG 4450A with Jill Wagle in Fall 2023 and have both courses count in your program if there is room. Contact [Karen.Tucker@carleton.ca](mailto:Karen.Tucker@carleton.ca) to confirm.

### Course Objectives

- To engage in community-driven applied research through this experiential, work-integrated learning opportunity;
- To develop the skills required to communicate and collaborate effectively in small teams;
- To support civil society organizations in advancing goals such as greater food security/sovereignty and/or safe and affordable housing;
- To gain first-hand experience collecting data using a variety of qualitative research methods; and,
- To advance and disseminate knowledge generated in lay and scholarly publications.

### Tentative Class Schedule

1. Introduction to community-engaged research projects (January 9)
2. Introduction to community partners and projects (January 16)
3. Finalize ethics applications to Carleton's Research Ethics Board (January 23)
4. Environmental scan and literature review (January 30)
5. Collection of primary data (February 6)
6. Collection of primary data (February 13)  
----- February 20 (no class, Winter Break, February 19-23)
7. Collection of primary data (February 27)
8. Data analysis (March 5)
9. Data analysis (March 12)
10. Synthesis of findings (March 19)
11. Polishing for dissemination (March 26)
12. Knowledge mobilization with community partners (April 2 or 9, TBD)

### Readings

Required readings are detailed in the Course Outline. Some readings will be available through MacOdrum Library (either as electronic holdings or on reserve); other readings with public URLs will be available online.

## Distribution of Grades:

NB Since each sub-project is unique, assessment will take the various outputs into account when determining a final grade. Activities will vary depending on how the research projects unfold, but may include some of the following:

Evaluation:	
Participation (individual + confidential group assessment) ~40%	Quantitative and qualitative assessment of participation
Audio-visual and/or written outputs ~40%	Qualitative assessment of outputs
Presentation to community partner ~20%	Qualitative assessment of delivery

## Participation

Representing 40% of your total grade, your participation will be evaluated in equal measure as follows:

- **Attendance** (a simple tally of the number of classes/meetings attended); multiplied by,
- **Participation** (a qualitative assessment of your contribution to class/meetings).

NB In an upper-level, seminar setting, it is imperative that students complete the assigned readings prior to class; attend all classes; engage positively and respectfully in class discussions and group work; raise questions; complete voluntary activities when requested; bring in relevant materials to share with peers; and maintain their personal integrity and academic honesty throughout.

## 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+ = 56-59
A = 85-89	B = 73-76	C = 63-66	D = 53-56
A - = 80-84	B - = 70-72	C - = 60-62	D - = 50-52
F = Below 50			

WDN =	Withdrawn from the course
ABS =	Student absent from final exam
DEF =	Deferred
FND =	Failed, no Deferred (Student could not pass the course even with 100% on final exam)

Final grades are subject to the Chair's and Dean's approval.

## Academic Standing and Conduct

Students must familiarize themselves with the regulations concerning academic standing and conduct.

- For undergrad students, see the 2023/2024 *Carleton University Undergraduate Calendar*.  
<https://calendar.carleton.ca/undergrad/>
- For grad students, see the 2023/2024 *Carleton University Graduate Calendar*.  
<http://calendar.carleton.ca/grad/>

## University Regulations Regarding Plagiarism

### **PLAGIARISM**

The University Academic Integrity Policy defines plagiarism as “*presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one’s own.*” 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, chemical compounds, artworks, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports, computer code/software, material on the internet and/or conversations.

Examples of plagiarism include, but are not limited to:

- submitting any work 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, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another’s data or research findings without appropriate acknowledgement;
- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one’s own; 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’s 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.

- NB You may submit a piece of work that has been submitted in the context of another course, provided you are transparent in its use, seek permission from the instructor, and delineate duplications/extensions from the previous submission.
- NB Any use of generative AI tools to produce assessed content (e.g., text, code, equations, images, summaries, videos, etc.) is a violation of academic integrity standards.

## Statement on Student Mental Health

As a university student, you may experience a range of mental health challenges that significantly impact your academic success and overall wellbeing. If you need help, please speak to someone. There are numerous resources available both on and off campus to support you:

### Emergency Resources (on and off campus):

<https://carleton.ca/health/emergencies-and-crisis/emergency-numbers/>

### On Campus Carleton Resources:

- Mental Health and Wellbeing: <https://carleton.ca/wellness/>
- Health & Counselling Services: <https://carleton.ca/health/>
- Paul Menton Centre: <https://carleton.ca/pmc/>
- Academic Advising Centre (AAC): <https://carleton.ca/academicadvising/>
- Centre for Student Academic Support (CSAS): <https://carleton.ca/csas/>
- Equity & Inclusivity Communities: <https://carleton.ca/equity/>

### Off Campus Resources:

- Distress Centre of Ottawa and Region: (613) 238-3311 or TEXT: 343-306-5550, <https://www.dcottawa.on.ca/>
- Mental Health Crisis Service: (613) 722-6914, 1-866-996-0991, <http://www.crisisline.ca/>
- Empower Me: 1-844-741-6389, <https://students.carleton.ca/services/empower-me-counselling-services/>
- Good2Talk: 1-866-925-5454, <https://good2talk.ca/>
- The Walk-In Counselling Clinic: <https://walkincounselling.com>

## Requests for Academic Accommodations

### ACADEMIC ACCOMMODATION

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

**Informal accommodation due to short-term incapacitation:** If you are temporarily incapacitated for medical or personal reasons, send me an email explaining your situation in advance of the deadline to negotiate a reasonable extension.

**Pregnancy obligation:** write to me 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 accommodation regarding a formally-scheduled final exam, you must complete the Pregnancy Accommodation Form ([click here](#)).

**Religious obligation:** write to me 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 [click here](#).

**Academic Accommodations for Students with Disabilities:** The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation.

If you are already registered with the PMC, please request your accommodations for this course through the [Ventus Student Portal](#) at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (*if applicable*). Requests made within two weeks will be reviewed on a case-by-case basis. After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made.

### **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: <https://carleton.ca/equity/sexual-assault-support-services>

### **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 will be provided to students who compete or perform at the national or international level. Write to me 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. <https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>