

COURSE OUTLINE

GEOG 1023: INTRODUCTION TO CITIES AND URBANIZATION (FALL 2022)

DEPARTMENT OF GEOGRAPHY AND ENVIRONMENTAL STUDIES, CARLETON UNIVERSITY

Instructor: Pablo Mendez

Lectures: Mondays, 9:35am – 11:25am, Nicol Building, room 3020

Tutorials: See your registration options for days, times and location

Teaching Assistant names and contact: As posted on brightspace

Instructor office hours: Please email me to make an appointment (pablo.mendez@carleton.ca)

Course description

Cities are a form of human settlement that has existed since ancient times, and perhaps for this reason it can be easy to take their existence for granted. Yet we shouldn't forget that cities have long been, among other things, key drivers of economic development, dynamic incubators of social diversity, and vital sites of cultural, technological and political creativity, but also a critical locus of over-consumption, environmental degradation, and all sorts of inequality. For better or for worse, there is nothing dull about cities and the processes that shape them. It's no wonder that many commentators have come to regard cities and urbanization as the most important of human inventions.

In this course, we will aim to make the familiar strange by learning about the ways cities are made and how we all participate in their making. Our task will be to examine how urban and suburban areas have historically been shaped by various kinds of linkages between natural, physical, and social processes involving experts and lay persons alike. My goal will be to stimulate your interest in [urban studies](#) and provide you with a solid foundation should you decide to expand your knowledge of this topic in the future.

Learning Outcomes

Students will gain a geographic understanding of urbanization processes and their variegated outcomes in contemporary and historical global contexts. They will also develop the ability to recognize the actors involved in such processes and to discuss the uneven influence they have on city making dynamics. In addition, students will learn to write an academic research paper.

Course Materials

The syllabus, information about the course, and additional reading materials will be accessible through the Brightspace Course Management System. You must access your Brightspace account by going to: <https://brightspace.carleton.ca/>

The required textbook for this course is:

- *They Say, I Say. The Moves That Matter in Academic Writing*, written by Gerald Graff and Cathy Birkenstein and published by W W Norton & Company. The 5th edition is the most recent one and the one I recommend, but you can use the 4th edition instead. [Haven Books](#) has agreed to carry this textbook.

Other assigned readings will be available free of cost through [ARES](#), the library's online reserve system. A link to ARES is available on Brightspace.

Finally, there is an **optional** book (recommended but not required) for those of you who wish to read further about the topics that will be covered during the term:

- *Metropolis. A History of the City, Humankind's Greatest Invention*, written by Ben Wilson and published by Penguin Random House. The [Carleton Library](#) has an online copy of this book, and the [Carleton Bookstore](#) has agreed to carry this title for students who wish to purchase a print copy of it.

Course Evaluation

Your course performance will be evaluated as follows:

Tutorial engagement (15%) and presentation (10%):	25%
In-class exercises (announced 24 hours in advance):	5%
Term paper (due Dec. 9):	35%
Take home final exam (due Dec. 22):	35%

Tutorial engagement and presentation: As defined by [Carleton's Registrar's Office](#), tutorials are "required components that are linked to a lecture. They break larger courses into smaller groups of students in order to review material from the lectures, complete practice problems, or discuss readings related to the course. They are generally led by Teaching Assistants, and you are expected to attend." You must come to the tutorial session having done the reading assigned for that day. Your grade will be tied to the quality of your participation and engagement in tutorial discussion. You will also be asked to give one short presentation related to one of the assigned readings. The date of your presentation will be scheduled during the first tutorial, which will take place on the week of September 12.

In-class exercises: This course is registered with [Carleton's Incentive Program](#). As part of it, you will be required to complete a number of online Learning and Writing Support workshops during lecture time on different occasions throughout the term. The dates in which these activities take place will be announced on Brightspace only 24 hours in advance. This short notice is meant to encourage you to stay on top of what is happening in this course throughout the term and not fall behind. Detailed instructions about the Incentive Program workshops will be provided in lecture and posted on Brightspace.

Term paper: This assignment is meant to help you develop research and writing skills and allow you to apply the knowledge that you will acquire during the term. You will research and write a 1500- to 2000-word academic essay on a topic of your choosing related to cities and urbanization. The term paper is due December 9 by the end of the day. More details about the term paper requirements will be provided in class and posted on Brightspace.

Take-home final exam: This open-book exam is meant to assess how well you have absorbed the material in the assigned readings and from the lectures. You are required to write this exam alone and submit your own work. Question types may include multiple choice, fill in the blanks, long answer, and/or essay questions and will be available on Brightspace by the afternoon of December 9. This take-home exam will be due on Brightspace by the end of the day on December 22.

Retain copies of work submitted

Students are strongly advised to retain a hard copy (and electronic backup) of all work submitted and be prepared to provide it to the instructor in the event of loss for any reason.

Communication with the instructor

As you know, e-mail is excellent for conveying simple information but not a good medium for complex communication. Feel free to send messages to the instructor when you can realistically expect that your question can be answered in one or two sentences. Questions like “what are you looking for on the exam?” are inappropriate for an e-mail format. For this kind of complex information, please email the instructor to schedule an appointment and speak with him in person. It is important to include the course code in the subject line of all emails, to prevent messages from being automatically redirected to the instructor's spam email box. Messages that do not include this information in the subject line may not receive an answer from the instructor.

Minimum standards to be in good standing

To be considered in good standing, students must complete all the in-class exercises and receive *a grade of D- or higher* in the final exam. At the discretion of the instructor, students who fail to meet this requirement may be given the opportunity to do an interview with him to demonstrate an adequate grasp of the course material.

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	F = Below 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	

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

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 instructor may be subject to revision. No grades are final until they have been approved by the Dean.

Drop date

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

Deferred examinations and grades

Only official deferrals petitioned through the Office of the Registrar will be honoured. Please see the following webpage: <http://carleton.ca/registrar/special-requests/deferral/>.

Instructional & Conduct Offences

Instructional offences include (among other activities): cheating, contravening examination regulations, plagiarism, submitting similar work in two or more courses without prior permission, and disrupting classes. Conduct offences apply in areas of discrimination and sexual harassment. Further information about University regulations which define and regulate these offences is presented in the Undergraduate Calendar: <http://calendar.carleton.ca/undergrad/regulations/>

Note on Plagiarism

Plagiarism is the submission of someone else's writing/ideas/work as your own. All ideas presented which are not your own must be properly referenced. While forms of plagiarism may vary, each involves verbatim or near verbatim presentation of the writings or ideas of others' as one's own without adequately acknowledging the original source. Plagiarism includes (but is not limited to): copying from a book, article or another student; downloading material or ideas from the Internet and replicating these verbatim or without citation; or otherwise submitting someone else's work or ideas as your own.

University regulations stipulate that allegations of plagiarism, cheating or any violations of examination conduct rules will be thoroughly reviewed. If the instructor suspects that a student has submitted plagiarized work, the submitted assignment will be forwarded to the Chair of the Department of Geography and Environmental Studies. If it is agreed that an instructional offence may have been committed, the case will be forwarded to the Associate Dean (Undergraduate Affairs) of the Faculty of Arts and Social Sciences. **University procedures do not permit the instructors to discuss the allegations with you.** You will receive a request from the Associate Dean's Office to discuss this matter in person with two Associate Deans. They decide if an instructional offence has occurred, following an interview with the student, and decide what, if any, any penalties are warranted. Thus, you are advised to keep all research notes and printouts from web sites, even after you submit your paper.

The key to avoiding plagiarism is to learn how to do research and how to cite sources properly. The following web site provides advice: www.library.carleton.ca/help/avoid-plagiarism

Writing tutorial service

If you feel you need assistance in improving your writing skills, you are encouraged to get in touch with the Writing Tutorial Service (Room 229, Patterson Hall, www.carleton.ca/wts/).

Academic standing and conduct

Students must familiarize themselves with the regulations concerning academic standing and conduct in the *Carleton University Undergraduate Calendar*. This document can be accessed online at: <http://calendar.carleton.ca/undergrad/>

Requests for Academic Accommodation

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

Pregnancy obligation: 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, visit the Equity Services website: carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Religious obligation: 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, visit the Equity Services website: carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

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 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. carleton.ca/pmc

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 its 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: carleton.ca/sexual-violence-support

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.

<https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>

For more information on academic accommodation, please contact the departmental administrator or visit: students.carleton.ca/course-outline

Student life services

Student Life Services, located in Room 501 of the Unicentre, offers a range of programs and services to assist students in adjusting to academic life, in improving their learning skills, and in making academic and career decisions.

COVID-19

It is important to remember that COVID is still present in Ottawa. The situation can change at any time and the risks of new variants and outbreaks are very real. There are [a number of actions you can take](#) to lower your risk and the risk you pose to those around you including being vaccinated, wearing a mask, staying home when you're sick, washing your hands and maintaining proper respiratory and cough etiquette.

Feeling sick? Remaining vigilant and not attending work or school when sick or with symptoms is critically important. If you feel ill or exhibit COVID-19 symptoms do not come to class or campus. If you feel ill or exhibit symptoms while on campus or in class, please leave campus immediately. In all situations, you must follow Carleton's [symptom reporting protocols](#).

Masks: Carleton has paused the [COVID-19 Mask Policy](#), but continues to strongly recommend masking when indoors, particularly if physical distancing cannot be maintained. It may become necessary to quickly reinstate the mask requirement if pandemic circumstances were to change.

Vaccines: Further, while proof of vaccination is no longer required as of May 1 to attend campus or in-person activity, it may become necessary for the University to bring back proof of vaccination requirements on short notice if the situation and public health advice changes. Students are strongly encouraged to get a full course of vaccination, including booster doses as soon as they are eligible, and submit their booster dose information in [cuScreen](#) as soon as

possible. Please note that Carleton cannot guarantee that it will be able to offer virtual or hybrid learning options for those who are unable to attend the campus.

All members of the Carleton community are required to follow requirements and guidelines regarding health and safety which may change from time to time. For the most recent information about Carleton's COVID-19 response and health and safety requirements please see the [University's COVID-19 website](#) and review the [Frequently Asked Questions \(FAQs\)](#). Should you have additional questions after reviewing, please contact covidinfo@carleton.ca.