

**PSCI 4008B**

**NATIONAL SECURITY AND INTELLIGENCE IN THE MODERN STATE**

**Tuesday 2:35 - 5:25 p.m. Room A620 Loeb**

Instructor: A. Bartley

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Office: Loeb B643

Office Hours: 5:30-6:00 p.m. Tuesday

(or by appointment)

**Course Description:**

This is primarily a research seminar where students examine issues of national security and intelligence in the modern, democratic state. The course is designed to provide an overview of the intelligence process, the role of intelligence in government and the management of intelligence in democratic societies. The course has five themes: the nature and structure of the intelligence process, the role of intelligence in national security, a survey of intelligence institutions in modern democracies, the instruments and institutions modern states use to manage their intelligence communities and the evolving threat environment. There will be reference to current issues in intelligence and national security including: intelligence and terrorism, individual privacy, human rights, state rights and the making of intelligence policy.

**Requirements:**

The major course requirement is a critical essay examining one specific issue or concept related to topics raised in lectures or readings. Essay proposals are to be submitted in writing (maximum 400 words) not later than **Tuesday, Feb. 12**. The paper is to be a maximum 25 pages in length (double-spaced, using a generally accepted scholarly style). Papers are due not later than 4 p.m., **Tuesday, April 1**. Early submissions are welcome. Late submissions will lose a letter grade for each 24 hours after deadline. Papers will not be accepted after 4 p.m., **Thursday, April 3**. Papers will not be accepted by fax or e-mail.

Each student will make one oral presentation of 10-15 minutes over the course of the term and lead a discussion on the topic of the presentation. The format for this presentation can vary; the topic is to be discussed with the instructor at least one week prior to presentation. Overlap between a student's essay topic and oral presentation is encouraged.

The breakdown of marks is as follows:

- Class participation: 10%
- Oral presentation: 25%
- Essay proposal: 15% **due Feb. 12**
- Research essay: 50% **due April 1**

## **Readings:**

The weekly readings provide students with a base knowledge of the background, structures and issues relevant to intelligence and national security. Required readings are identified below. Supplementary readings provide an initial research list for writing essay topics and developing presentations. This is an introduction to a very wide body of material, some of it of uneven quality. The instructor will provide advice and guidance on sources. Students are expected to undertake wide-ranging and critical research in preparing presentations and essays.

Two texts are required for the course (available at the bookstore). They were chosen for three reasons: they are reasonably current, provide baseline information and serve as introductions to a range of scholarly and diverse popular literature. All readings listed here -- with rare exceptions -- are available on the Internet, in the library or at the bookstore.

The two **required** texts are:

- Mark M. Lowenthal, *Intelligence: From Secrets to Policy*. 3rd Edition. Washington: CQ Press, 2005.
- Paul Todd and Jonathon Bloch, *Global Intelligence: The World's Secret Services Today*. London: Zed Books, 2003.

Although not required, the following is **recommended** for its relevance to course topics:

- Dennis O'Connor. *Report of the Events Relating to Maher Arar*. Commission of Inquiry into the Actions of Canadian Officials in Relation to Maher Arar. Ottawa: Department of Public Works, 2006. Also available at [www.ararcommission.ca](http://www.ararcommission.ca)

## **SCHEDULE OF SEMINAR WORK AND READINGS**

### ▪ **Introduction**

**January 8**      **Introductions, assignments and administrative matters**

Readings: None.

Supplementary Reading: None.

**January 15**      **Concepts, terms and issues**

Readings:

- Todd and Bloch, pp. 1-70, 207-215
- Lowenthal, pp. 1-10, 54-144, 255-273

## Supplementary Readings:

- US National Commission on Terrorist Attacks Upon the United States. *The 9/11 Commission Report: Final report of the National Commission on Terrorist Attacks on the United States*. New York: Norton, 2004. Also available at [www.9-11commission.gov](http://www.9-11commission.gov).
- United States. Commission on the Intelligence Capabilities of the United States Regarding Weapons of Mass Destruction. Available at [www.wmd.gov/about.html](http://www.wmd.gov/about.html)
- Tony Pfaff and Jeffrey R. Tiel. "The Ethics of Espionage" *Journal of Military Ethics*. Vol. 3, No. 1. 2004. pp. 1-15.
- Allen Dulles, *The Craft of Intelligence*. (Reprint of 1963 Edition) Boulder: Westview, 1985. pp. 9-28, 237-264.
- Angelo Codevilla, *Informing Statecraft : Intelligence for a New Century*. New York : Free Press, 1992. pp. 3-47.
- Michael Warner, "Wanted: A Definition of Intelligence," in *Studies in Intelligence*, Vol 46, No. 3 also available at <http://www.cia.gov/csi/studies/vol46no3/article02.html>
- Michael G. Fry and Miles Hochstein, "Epistemic Communities : Intelligence Studies and International Relations," in Wesley Wark, Ed. *Espionage : Past, Present, Future?* London: Frank Cass, 1994. pp. 14-28.
- Laurence Lustgarten and Ian Leigh. *In from the Cold: National Security and Parliamentary Democracy*. Oxford: Clarendon, 1994. pp. 3-35.

## ▪ Comparative Structures and History

### January 22 The Canadian Intelligence Community (1)

#### Readings:

- Canadian Security Intelligence Service Act
- Security Offences Act
- Peter Chalk and William Rosenau. *Confronting the Enemy Within: Security Intelligence, the Police and Counterterrorism in Four Democracies*. [www.rand.org/pub](http://www.rand.org/pub) pp. 1-5, 25-31, 43-56.
- Web site, Canadian Security Intelligence Service [www.csis-scrs.gc.ca](http://www.csis-scrs.gc.ca), especially Backgrounders
- Website, Communications Security Establishment [www.cse.dnd.gc.ca](http://www.cse.dnd.gc.ca)
- Website, Commission of Inquiry into the Actions Canadian Officials in Relation to Maher Arar. [www.ararcommission.ca](http://www.ararcommission.ca), especially the Policy Review

#### Supplementary Reading:

- Commission of Inquiry into Certain Activities of the Royal Canadian Mounted Police. (McDonald Commission) Vols. 1-3. Ottawa: Queen's Printer. 1982.
- Edgar Friedenber. *Deference to Authority: The Case of Canada*. White Plains, N.Y.: M.E. Sharpe. 1980. pp. 33-61.
- J.A. Cole. *Prince of Spies: Henri Le Caron*. London: Faber and Faber. 1984.
- Graeme Mount. *Canada's Enemies: Spies and Spying in the Peaceable Kingdom*. Toronto: Dundurn. 1993.

- Lita-Rose Betcherman. *The Swastika and the Maple Leaf*. Toronto: Fitzhenry and Whiteside. 1975.
- Lita-Rose Betcherman. *The Little Band*. Ottawa: Deneau. 1982.
- John Sawatsky. *Men in the Shadows: The Shocking Truth about the RCMP Security Service*, Toronto: Totem Books. 1983.
- John Sawatsky. *For Services Rendered*. Markham, Ont.: Penguin. 1982.
- Mike Frost. *Spyworld: The Canadian and American intelligence establishments*. Toronto: Doubleday. 1994.
- John Starnes, *Closely Guarded: A Life in Canadian Security and Intelligence*. Toronto: University of Toronto Press. 2001.
- Timothy J. Naftali, "Intrepid's Last Deception: Documenting the Career of Sir William Stephenson," in Wesley K. Wark, ed. *Espionage: Past, Present, Future?* London: Frank Cass, 1994.
- William Stevenson, *A Man Called Intrepid*. New York: Harcourt, Brace, Jovanovich, 1976.
- Igor Gouzenko, *This Was My Choice: Gouzenko's Story*. Toronto: Dent.1948.

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## January 29 The Canadian Intelligence Community (2)

Readings:

- Web site: Canadian Association of Security and Intelligence Studies (CASIS) [www.casis.ca](http://www.casis.ca) especially the Archives
- Web site: Security Intelligence Review Committee (SIRC) [www.sirc-csars.gc.ca](http://www.sirc-csars.gc.ca) especially the Annual Report

Supplementary Reading:

- Government of Canada, Privy Council Office, *The Canadian Security and Intelligence Community: Helping Keep Canadians Safe and Secure* (Ottawa, 2001). Available at [http://www.pco-bcp.gc.ca/docs/Publications/si/si\\_e.pdf](http://www.pco-bcp.gc.ca/docs/Publications/si/si_e.pdf)
- Richard Cleroux. *Official Secrets: The Story Behind the Canadian Security Intelligence Service*. Montreal: McGraw-Hill, 1990.
- Philip Rosen, *The Communications Security Establishment – Canada's Most Secret Intelligence Agency*. Ottawa: Library of Parliament, 1993. Available at: <http://www.parl.gc.ca/information/library/PRBpubs/bp343-e.htm>
- Finn, T. Darcy, "Does Canada Need a Foreign Intelligence Service?" *Canadian Foreign Policy*, 1-3, Fall, 1993: pp. 149-162.
- Alistair Hensler, "Creating a Canadian Foreign Intelligence Service", *Canadian Foreign Policy*, 3-3, Winter, 1995, pp.15-35.

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## February 5 The United States Intelligence Community

### Readings:

- Todd and Bloch, pp. 71-99.
- Lowenthal, pp.11-53, 174-254, 274-289.

### Supplementary Reading:

- Rhodri Jeffreys-Jones, *The CIA and American Democracy*. 3<sup>rd</sup> Edition. New Haven: Yale University Press, 2003.
- Kathryn S. Olmstead, *Challenging the Secret Government: The Post-Watergate Investigations of the CIA and FBI*. Chapel Hill, NC: University of NC Press, 1996, pp. 81-110.
- Alfred Rolington, "Objective Intelligence or Plausible Denial: An Open Source Review of Intelligence Method and Process since 9/11." *Intelligence and National Security*, Vol. 21, No. 5. October 2005. pp. 738-759.
- United States, White House. *The National Security Strategy*, Washington: GPO, September 2002. <http://www.whitehouse.gov/nsc/nss.html>
- Tim Weiner. *Legacy of Ashes: The History of the CIA*. New York: Doubleday. 2007.
- Richard A. Posner. *Preventing Surprise Attacks: intelligence reform in the wake of 9/11*. Stanford, Ca.: Roman and Littlefield. 2005.
- Robert Baer. *See No Evil: The True Story of a Ground Soldier in the CIA's War on Terrorism*. New York: Three Rivers Press, 2002.
- Robin W. Winks. *Cloak and Gown: Scholars in the Secret War, 1939 – 1961*. 2<sup>nd</sup> Edition. New Haven: Yale, 1996.

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## February 12 The Others: Britain, the Europeans, Australia, etc.

### Essay Proposals Due

### Readings:

- Todd and Bloch, pp.100-164.
- Lowenthal, pp. 290-305.
- Chalk and Rosenau, pp. 7-23, 33-41.
- Simon Duke. "Intelligence, security and information flows in CFSP." *Intelligence and National Security*. Vol. 21, No. 4. pp. 604-30.

Supplementary Reading:

- United Kingdom, The Stationery Office, *National Intelligence Machinery*. 2<sup>nd</sup> edition, September 2001. Available at: <http://www.archive.official-documents.co.uk/document/caboff/nim/0114301808.pdf>
- David Stafford. *Churchill and Secret Service*. Toronto: Stoddard. 1997.
- Christopher Andrew. *Secret Service: The Making of the British Intelligence Community*. London: William Heinemann. 1985.
- Website, British Security Service. <http://www.mi5.gov.uk/>
- Philip Flood, *Report of the Inquiry into Australian Intelligence Agencies*. 31 July 2004. Available at [www.pmc.gov.au/publications/intelligence\\_inquiry/](http://www.pmc.gov.au/publications/intelligence_inquiry/)
- Amy Knight, "The Enduring Legacy of the KGB in Russian Politics." in *Problems of Post-Communism*. Vol 47, No 4 (July/August 2000), pp. 3-15.
- Amy Knight, *Spies Without Cloaks: The KGB's Successors*. Princeton: Princeton University Press, 1996, pp. 3-11, 34-37, 244-253.
- Aluf Hareven, "Intelligence in a Time of Peace-making," in Hesi Carmel, ed. *Intelligence for Peace: The Role of Intelligence in Times of Peace*. London: Frank Cass, 1999, p. 95-117.
- Peter Gill, *Policing Politics: Security Intelligence and the Liberal Democratic State*. London: Frank Cass, 1994.
- Peter Wright, *Spy Catcher: The Candid Autobiography of a Senior Intelligence Officer*. Toronto: Stoddart, 1987.
- Chapman Pincher, *Too Secret Too Long*. London: Sidgwick and Jackson, 1983.
- Oleg Kalugin, *The First Directorate: My 32 Years in Intelligence and Espionage Against the West*. New York: St. Martins' Press. 1994.

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**FEBRUARY 18 – 22 READING WEEK (NO CLASSES)**

**February 19 - No class**

▪ **Threats and Requirements**

**February 26 The Threat Environment: War, Terrorism, WMD, Cyber Threats**

Readings:

- *CSIS Public Report*. 2004-2005. pp. 1-13. [www.csis-scrs.gc.ca](http://www.csis-scrs.gc.ca)
- *National Intelligence Estimate*: "The Terrorist Threat to the U.S. Homeland." July 2007. Director of National Intelligence. [www.fas.org](http://www.fas.org)
- "Confronting the Terrorist Threat to the Homeland: Six Years After 9/11" Director of National Intelligence. Senate Committee on Homeland Security and Governmental Affairs. Sept. 10, 2007. [www.dni.org](http://www.dni.org)

Supplementary Reading:

- Graham Allison. *Nuclear Terrorism: the ultimate preventable catastrophe*. New York: Times Books/Henry Holt. 2004.
- Caitlin Talmadge. "Deterring a Nuclear 9/11." *The Washington Quarterly*. Vol. 30, No. 2. Spring 2007. 21-34.
- Richard A. Falkenrath, et al. *America's Achilles Heel: Nuclear, Biological and Chemical Terrorism and Covert Attack*. Cambridge: MIT Press, 1999, pp. 1-96.
- G. Davidson (Tim) Smith, "Single Issue Terrorism," in Howard and Sawyer, p. 263-271.
- Howard and Sawyer (see below), pp. 156-262 (select chapters on WMD, biological security, chemical weapons, narco-terrorism or cyberterrorism).
- Walter Laquer, "Post Modern Terrorism," *Foreign Affairs*, Vol. 75, No 5 (September-October 1996).
- Dan Verton. *Black Ice: The Invisible Threat of Cyber-Terrorism*. Emeryville, Cal.: McGraw-Hill/Osbourne. 2003.
- John Rollins and Clay Wilson. "Terrorist Capabilities for Cyberattack: Overview and Policy Issues." *CRS Report RL33123*. October 20, 2005.
- Richard Clarke. *Against All Enemies*. New York: Free Press. 2004.
- Clifford Stoll. *The Cuckoo's Egg: Tracking a Spy Through the Maze of Computer Espionage*. New York: Doubleday. 1989.

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**March 4 Intelligence and Terrorism**

Reading:

- Lowenthal, pp. 157-173.
- Derek Reveron. "Old Allies, New Friends: Intelligence Sharing in the War on Terror." *Orbis*. Summer. 2006. pp. 453-68.

Supplementary Reading:

- Steven Coll. *Ghost Wars: The Secret History of the CIA, Afghanistan, and Bin Laden, from the Soviet invasion to September 10*. New York: Penguin. 2004.
- Anonymous. *Through Our Enemies Eyes*. Washington: Brassey's. 2003.
- Levy, Bernard-Henri. *Who Killed Daniel Pearl?* Hoboken, N.J.: Melville House. 2003.
- Ron Suskind. *The One Percent Solution: Deep Inside America's Pursuit of its Enemies Since 9/11*. New York: Simon and Schuster. 2006.
- Paul Wilkinson, *Terrorism and the Liberal State*. London: Macmillan, 1977.
- Benjamin Netanyahu, *Fighting Terrorism: How democracies can Defeat Domestic and International Terrorists*. New York: Noonday, 1997.
- Russell Howard and Reid Sawyer, eds. *Terrorism and Counterterrorism: Understanding the New Security Environment*. Guilford, Ct: McGraw-Hill/Dushkin, 2003. (See especially de Wijk on limits of military power)

## Covert Action

- Roger Hilsman. "Does the CIA still have a Role?" *Foreign Affairs*. Sep/Oct. 1995, pp. 104-116.
- Gregory Treverton. "Covert Action and Open Society." *Foreign Affairs*. Summer 1987, pp. 995-1014.
- Charles R. Beitz, "Covert Intervention as a Moral Problem," in Joel H. Rosenthal, *Ethics and International Affairs: A Reader*. Washington: Georgetown University Press, 1995 (Pages 171-185)
- Thomas H. Hendriksen, "Covert Operations, Now More than Ever," *Orbis*, Winter 2000, pp. 145-156.
- Daniel Pickard, "Legalizing Assassination? Terrorism, the Central Intelligence Agency and International Law," in Howard and Sawyer, pp. 518-542.
- James Barry. "Covert Action Can Be Just." *Orbis*. Summer. 1993. pp. 375-390.

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### ▪ Citizens and the State

**March 11 National Security and Dissent: Can democratic states protect security effectively and respect individual rights?**

Readings:

- C.E.S. Franks, ed. *Dissent and the State*. Don Mills: Oxford University Press, 1989. pp. 1-39.
- "National Security and Rights and Freedoms." Background Papers. Arar Commission Policy Review. [www.ararcommission.ca-Policy](http://www.ararcommission.ca-Policy)

Supplementary Reading:

- Reg Whitaker, "Designing a Balance Between Freedom and Security," in Joseph F. Fletcher, ed. *Ideas in Action: Essays on Politics and Law in Honour of Peter Russell*. Toronto: University of Toronto Press, 1999. pp. 126-149.
- Peter Gill, *Policing Politics: Security Intelligence and the Liberal Democratic State*. London: Frank Cass, 1994. Chapter 7, pp. 248-269.
- Reg Whitaker, *The End of Privacy: How Total Surveillance Is Becoming a Reality*. New York: New Press, 1999, pp. 1-31.
- Security Intelligence Review Committee. *Annual Report*. 2006.
- Stuart Farson, "Parliament and Its Servants: Their Role in Scrutinizing Canadian Intelligence," *Intelligence and National Security*, Vol. 15, No. 1 (Spring 2000), pp. 225-258.
- "Accountability of Security Intelligence in Canada." Background Papers. Arar Commission Policy Review. [www.ararcommission.ca-Policy](http://www.ararcommission.ca-Policy)
- Thomas R. Berger, *Fragile Freedoms: Human Rights and Dissent in Canada*. Toronto: Clarke Irwin, 1981.



- Larry Hannant, *The Infernal Machine: Investigating the Loyalty of Canada's Citizens*. Toronto: University of Toronto Press. 1995.
- Steve Hewitt, *Spying 101: The RCMP's Secret Activities at Canadian Universities, 1917-1997*. Toronto: University of Toronto Press, 2002.
- David Gries "Opening Up Secret Intelligence." *Orbis*. Summer. 1993. 365-72.

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## March 18 The Consequences of Intelligence Failure

Readings:

- Ashton B. Carter et al. "The Day After: Action Following a Nuclear Blast in a U.S. City" *The Washington Quarterly*. Autumn 2007. 30:4. pp. 19-32.
- Stephen J. Schulhofer, *The Enemy Within: Intelligence Gathering, Law Enforcement and Civil Liberties in the Wake of September 11*. New York: Century Foundation, 2002.

Supplementary Readings:

- Mike McConnell. "Overhauling Intelligence" *Foreign Affairs*. Vol. 86, No. 4. 49-58.
- John Wobensmith and Jeff Smith. "Reinvigorating Intelligence." *The Journal of International Security*. Spring 2007. 1-12.
- Mark Riebling, *Wedge: From Pearl Harbour to 9/11 How the Secret War Between the FBI and CIA has Endangered National Security*. Updated edition. New York: Touchstone, 2002.
- Anthony H. Cordesman and Arleigh A. Burke, "Intelligence Failures in the Iraq War", Washington: Center for Strategic and International Studies, 16 July 2003. Available at [http://www.csis.org/features/iraq\\_intelfailure.pdf](http://www.csis.org/features/iraq_intelfailure.pdf)
- United States. Congressional Reports: Report on the U.S. Intelligence Community's Pre-war Intelligence Assessments on Iraq (7 July, 2004) Available at <http://www.gpoaccess.gov/serialset/creports/iraq.html>.
- Website: The Hutton Inquiry. UK inquiry into the death of Dr. David Kelly and links to the search for Iraq's WMD capability. Available at <http://www.the-hutton-inquiry.org.uk/>
- Charles Duelfer, *Comprehensive Report of the Special Advisor to the DCI on Iraq's WMD. 30 September 2004*. Available at <http://news.findlaw.com/nytimes/docs/iraq/cia93004wmdrpt.html>.
- US National Commission on Terrorist Attacks Upon the United States. *The 9/11 Commission Report: Final report of the National Commission on Terrorist Attacks on the United States*. New York: Norton, 2004. Available at [www.9-11commission.gov](http://www.9-11commission.gov) (Especially Chapters 11-13).
- United States. Congressional Reports: *Joint Inquiry into Intelligence Community Activities before and after the Terrorist Attacks of September 11, 2001* (Dec 2002 – Unclassified version released in 2003) Part I, pp.1-127. Available at <http://www.gpoaccess.gov/serialset/creports/911.html>

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▪ **Current Issues in National Security and Intelligence**

**March 25 The Terrorist Threat: Is it Real?**

Reading:

- John Mueller. "Is There Still A Terrorist Threat?" *Foreign Affairs*. Vol. 85, No. 5. 2006. 2-8.
- Bruce Riedel. "Al Qaeda Strikes Back." *Foreign Affairs*. Vol. 86, No. 3. 2007. 24-70.
- Al Gore. *The Assault on Reason*. New York: Penguin. 2007.

Supplementary Reading:

- John Mueller. *Overblown: How politicians and the terrorism industry inflate national security threats and why we believe them*. New York: Free Press. 2006.
- Stephen Gale. "Terrorism 2005: Overcoming the Failure of Imagination." Foreign Policy Research Institute. August 16, 2005. <http://www.fpri.org>
- Maria Ryan, "Inventing the Axis of Evil: The Myth and Reality of U.S. Intelligence and Policy-Making After 9/11." *Intelligence and National Security*, Vol. 17, No 4. Winter 2002, 55-76.

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**April 1 National Security and Intelligence in the 21st century. What next?**

**Research Essays Due**

Readings:

- Stuart Farson, "Is Canadian Intelligence Being Reinvented?" in *Canadian Foreign Policy*, Vol. 6, No 2 (Winter 1999),pp. 49-83.
- Michael Herman," Intelligence After 9/11: A British View of the Effects," *CSIS Commentary*, Issue No 83, Summer 2003. [http://www.csis-scrs.gc.ca/eng/comment/com83\\_e.html](http://www.csis-scrs.gc.ca/eng/comment/com83_e.html)
- Gregory Treverton, "Reshaping Intelligence to Share with "Ourselves"", in *CSIS Commentary*, Issue 82, 2003. [http://www.csis-scrs.gc.ca/eng/comment/com82\\_e.html](http://www.csis-scrs.gc.ca/eng/comment/com82_e.html)

Supplementary Reading:

- Ian Bryan and Michael Salter, "War Crimes Prosecutors and Intelligence Agencies: The Case for Assessing their Collaboration," in *Intelligence and National Security*, Vol. 16, No 3, (Autumn 2001), pp. 93-120.
- Gregory F. Treverton, *Reshaping National Intelligence for an Age of Information*. Cambridge: Cambridge University Press, 2003.
- Andrew Rathmell, "Towards Postmodern Intelligence," in *Intelligence and National Security*, Vol 17, No 3, (Autumn 2002), pp. 87-104
- Anthony Campbell, "Canada-United States Intelligence Relations and 'Information Sovereignty'" in David Carment, *et al*, Eds. *Canada Among Nations 2003: Coping With the American Colossus*. Don Mills: Oxford University Press, 2003. pp. 14-37.

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### 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 deadline for submitting completed forms to the PMC for formally scheduled exam accommodations: **March 14<sup>th</sup>, 2008** for April examinations.

**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](http://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: <http://www.carleton.ca/polisci/undergrad/Essay%20Style%20Guide.html>

**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. This means that grades submitted by an instructor may be subject to revision. No grades are final until they have been approved by the 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.