

Readings:

The weekly readings provide students with a base knowledge of the background, structures and issues relevant to national security and intelligence. Required readings are identified below. Supplementary readings round out basic knowledge and 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; they are also expected to apply the usual rigorous academic standards in evaluating research materials.

One text is required for the course (available at the bookstore) and other readings (see below) are recommended as supplementary reading. The required and recommended readings were chosen for three reasons: they are reasonably current, provide baseline information and/or serve as introductions to a range of scholarly and diverse popular literature. All readings listed here -- with some exceptions -- are available on the Internet, in the library or at the bookstore.

The **required** text is:

- Mark M. Lowenthal, *Intelligence: From Secrets to Policy*. 6th Edition. Washington: CQ Press, 2015.

Although not required, the following are **recommended** for their 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.
- Commission of Inquiry into the Investigation of the Bombing of Air India Flight 182. Research Papers, Vol. 1. Threat Assessment and RCMP/CSIS Co-operation. 2010.
- David Omand. *Securing the State*. London: Hurst and Co. 2010.

SCHEDULE OF SEMINAR WORK AND READINGS

▪ **Introduction**

January 12 **Introductions, preliminary perspectives and administrative matters**

Readings: None.

Supplementary Reading: None.

January 19 **Concepts, terms and issues**

Readings:

- Lowenthal, Chapters 1, 4, 11

- Jim Cox. "Intelligence: Definitions, Concepts and Governance." Parliamentary Information and Research Service. PRB 09-22E. Ottawa: Library of Parliament. 2009.
- Sun Tzu. *The Art of War*. Ch. 13. The Use of Spies. Various editions widely available.

Supplementary Readings:

- Rhodri Jeffreys-Jones. *In Spies We Trust: The Story of Western Intelligence*. Oxford: Oxford University Press. 2013.
- Joshua Rovner. "Intel's Rough Start to the 21st Century." Centre for Security Studies. Oct. 29, 2012. www.isn.ethz.ch
- Christopher Andrew, Richard Aldrich, Wesley Wark. *Secret Intelligence: A Reader*. London and New York: Routledge. 2009.
- Michael Herman. *Intelligence Services in the Information Age*. London and Portland, Or.: Frank Cass. 2001.
- Frederick Hitz. *The Great Game: The myth and reality of espionage*. New York: Knopf. 2004.
- Peter Gill and Mark Pythian. *Intelligence in an Insecure World*. Cambridge: Polity Press. 2006.
- 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.
- 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.
- James Srodes. "Allen Dulles's 73 Rules of Spycraft" *Intelligencer: Journal of U.S. Intelligence Studies*. Fall 2009. pp. 49-55.
- Michael Warner, "Wanted: A Definition of Intelligence," in *Studies in Intelligence*, Vol. 46, No. 3.
- Robert M. Clark. *The Technical Collection of Intelligence*. Washington, D.C.: CQ Press. 2011.
- Laurence Lustgarten and Ian Leigh. *In from the Cold: National Security and Parliamentary Democracy*. Oxford: Clarendon, 1994.
- Richards J. Heuer, Jr. *Psychology of Intelligence Analysis*. Center for the Study of Intelligence. Central Intelligence Agency. 1999.

▪ **Comparative Structures and History**

January 26 The Canadian Intelligence Community (1)

Readings:

- Lowenthal, Chapters 5, 6

Supplementary Reading:

- Reg Whitaker et al. *Secret Service: Political Policing in Canada from the Fenians to Fortress America*. Toronto: University of Toronto Press. 2012.
- 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*. pp. 1-5, 25-31, 43-56.
- Commission of Inquiry into the Investigation of the Bombing of Air India Flight 182. Research Papers, Vol. 1. Threat Assessment and RCMP/CSIS Co-operation. 2010.
- Commission of Inquiry into Certain Activities of the Royal Canadian Mounted Police. (McDonald Commission) Vols. 1-3. Ottawa: Queen's Printer. 1982.
- Peter Boer. *Canadian Security Intelligence Service*. Edmonton: Folk Lore Publishing. 2010.
- J.A. Cole. *Prince of Spies: Henri Le Caron*. London: Faber and Faber. 1984.
- Peter Edwards. *Delusion: The True Story of Victorian Superspy Henri Le Caron*. Key Porter. Toronto. 2008.
- 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.
- Kurt Jenson. *Cautious Beginnings. Canadian Foreign Intelligence, 1939-51*. Vancouver: UBC Press. 2008.
- Gil Murray. *The Invisible War: The Untold Story of Number One Canadian Special Wireless Group*. Toronto: Dundurn. 2001.
- John Starnes, *Closely Guarded: A Life in Canadian Security and Intelligence*. Toronto: University of Toronto Press. 2001.
- William Stevenson, *A Man Called Intrepid*. New York: Harcourt, Brace, Jovanovich, 1976.
- Igor Gouzenko, *This Was My Choice: Gouzenko's Story*. Toronto: Dent.1948.

Presenters:

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February 2 The Canadian Intelligence Community (2)

Readings:

- Lowenthal, Chapter 7

Supplementary Reading:

- Transcript. "RCMP-interview-with-navy-spy" www.documentcloud.org
- Craig Forcese. "Canada's National Security 'Complex': Assessing the Secrecy Rules." IRPP Choices. Vol. 15, No. 5. June 2009.
- J. Michael Cole. *Smokescreen: Canadian Security Intelligence after September 11, 2001*. iUniverse, Inc. Bloomington, Ind. 2008.
- 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.
- 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.
- 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.

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**February 9 The United States Intelligence Community (1)
Research Proposals due Today**

Readings:

- Lowenthal, Chapters 2, 3, 8

Supplementary Reading:

- Glen Greenwald. *No Place to Hide: Edward Snowden, the NSA and the U.S. Surveillance State*. Toronto: McClelland and Stewart. 2014.
- Gregory Treverton. "Intelligence Gathering and Reform: The Case of the United States." Centre for Security Studies. Nov. 2, 2012. www.isn.ethz.ch
- Rhodri Jeffreys-Jones. *The CIA and American Democracy*. 3rd Edition. New Haven: Yale University Press, 2003.
- 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.
- Robert M. Clark, *Intelligence Analysis: A Target-Centric Approach*. 3rd Edition. Washington, D.C.: CQ Press. 2009.
- 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*. 2nd Edition. New Haven: Yale, 1996.
- Rhodri Jeffreys-Jones. *Cloak and Dollar: A History of American Secret Intelligence*. New Haven: Yale University Press. 2002.
- Ishmael Jones. *The Human Factor: Inside the CIA's Dysfunctional Intelligence Culture*. New York: Encounter Books. 2008.
- Matt Apuzzo and Adam Goldman. *Enemies Within: Inside the NYPD's Secret Spying Unit and Bin Laden's Final Plot Against America*. New York: Simon and Schuster. 2013.
- Maochun Yu. *OSS in China: Prelude to Cold War*. Annapolis, Md.: Naval Institute Press. 1996.

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FEBRUARY 15 - 20 WINTER BREAK (NO CLASSES)

- **February 16 No class**

February 23 The United States Intelligence Community (2)

Readings:

- Lowenthal, Chapter 12

Supplementary Reading:

- Gregory Treverton. *Intelligence for an Age of Terror*. Cambridge University Press: New York. 2009.
- Joshua Rovner. *Fixing the Facts: National Security and the Politics of Intelligence*. Ithaca and London: Cornell University Press. 2011.
- Richard K. Betts. *Enemies of Intelligence: Knowledge & Power in American National Security*. Columbia University Press. New York. 2007.
- Frederick P. Hitz, *Why Spy?: Espionage in an Age of Uncertainty*. New York: St. Martin's Press. 2008.
- Gregory Treverton. "Covert Action and Open Society." *Foreign Affairs*. Summer 1987, pp. 995-1014.
- Thomas H. Hendriksen, "Covert Operations, Now More than Ever," *Orbis*, Winter 2000, pp. 145-156.
- James Barry. "Covert Action Can Be Just." *Orbis*. Summer. 1993. pp. 375-390.
- John Toland. *Infamy: Pearl Harbor and Its Aftermath*. Garden City, N.Y.: Doubleday. 1982. (See especially Part 4, Ch. 13-16).
- Patrick Radden Keefe. *Chatter: Uncovering the Echelon Surveillance Network and the Secret World of Global Eavesdropping*. New York: Random House. 2006.
- James Bamford. *The Shadow Factory*. New York: Doubleday. 2008.
- "Probing the Implications of Changing the Outputs of Intelligence" *Studies in Intelligence*. Vol. 56, No. 1. March 2012. pp. 1-11.

- Jeffrey Richelson. *The Wizards of Langley: Inside the CIA's Directorate of Science and Technology*. Boulder, Col.: Westview Press. 2001.

- Presenters:

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March 1 The Others: Britain, Australia, Israel, the Europeans

Readings:

- Lowenthal, Chapter 13.

Supplementary Reading:

- Chalk and Rosenau, pp. 7-23, 33-41.
- Robert Dover and Michael Goodman, eds. *Learning From the Secret Past: Cases in British Intelligence History*. Washington, D.C.: Georgetown University Press. 2011.
- Simon Duke. "Intelligence, security and information flows in CFSP." *Intelligence and National Security*. Vol. 21, No. 4. pp. 604-30.
- Peter Gill. "Is Intelligence Reform Lagging in Europe?" Nov. 1, 2012. Centre for Security Studies. www.isn.ethz.ch
- David Stafford. *Churchill and Secret Service*. Toronto: Stoddard. 1997.
- Keith Jeffery. *The Secret History of MI6*. Toronto: Penguin. 2010.
- Christopher Andrew. *The Defence of the Realm: The authorized history of MI5*. Toronto: Penguin. 2009.
- Richard Aldrich. *GCHQ: The Uncensored Story of Britain's Most Secret Intelligence Agency*. London: Harper Press. 2010.
- Michael Ross. *The Volunteer: A Canadian's Secret Life in the Mossad*. Toronto: McClelland and Stewart. 2007.
- Philip Flood, *Report of the Inquiry into Australian Intelligence Agencies*. 31 July 2004.
- 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: Stoddard, 1987.
- Alan Judd. *The Quest for C: Sir Mansfield Cumming and the founding of the British Secret Service*. London: Harper Collins. 2000.
- William Beaver. *Under Every Leaf: How Britain Played the Greater Game from Afghanistan to Africa*. London: Biteback Publishing. 2012.
- Calder Walton. *Empire of Secrets: British Intelligence, the Cold War and the Twilight of Empire*. New York: Overlook Press. 2013.

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▪ **Threats and Requirements**

March 8 The Threat Environment: War, Espionage, Terrorism et al.

Readings:

- Lowenthal, Chapter 10

Supplementary Reading:

- Derek Reveron. "Old Allies, New Friends: Intelligence Sharing in the War on Terror." *Orbis*. Summer. 2006. pp. 453-68.
- Prem Mahadevan. "Information Sharing in a Post-9/11 World." Centre for Security Studies. Oct. 31, 2012. www.isn.ethz.ch
- 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.
- James Renwick, Gregory Treverton. "The Challenges of Trying Terrorists as Criminals." RAND Center for Global Risk and Security. 2008.
- Anonymous (Michael Scheuer). *Through Our Enemies Eyes*. Washington: Brassey's. 2003.
- Ronald J. Deibert. *Black Code: Inside the Battle for Cyberspace*. Toronto: McClelland and Stewart. 2013.
- 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.
- 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.
- Richard Clarke. *Against All Enemies*. New York: Free Press. 2004.
- U.S.-China Economic and Security Review Commission. "Capability of the People's Republic of China to Conduct Cyber Warfare and Computer Network Exploitation." Prepared for the Commission by Northrop Grumman. 2009.
- Clifford Stoll. *The Cuckoo's Egg: Tracking a Spy Through the Maze of Computer Espionage*. New York: Doubleday. 1989.
- Mark Bowden. *Worm: The First Digital World War*. New York: Atlantic Monthly Press. 2011.

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▪ **Citizens and the State**

March 15 National Security, Social Media and Dissent: How can democratic states ensure security, protect secrets, enhance privacy and respect individual rights in the Internet era?

Readings:

- *Transparent Lives: Surveillance in Canada*. Colin J. Bennet et al, editors. Edmonton: Athabasca University Press. 2014.

Supplementary Reading:

- C.E.S. Franks, ed. *Dissent and the State*. Don Mills: Oxford University Press, 1989. pp. 1-39.
- Gabriel Schoenfeld. *Necessary Secrets: National Security, the Media, and the Rule of Law*. New York: W.W. Norton. 2010.
- Robert Dover and Michael Goodman, eds. *Spinning Intelligence: Why Intelligence Needs the Media, Why the Media Needs Intelligence*. London: Hurst. 2009.
- Stephen Mercado. "Reexamining the Distinction Between Open Information and Secrets." *Centre for the Study of Intelligence*. Vol. 49, No. 2.
- 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.
- 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.
- "National Security and Rights and Freedoms." Background Papers. Arar Commission Policy Review.

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March 22 The Consequences of Intelligence Failure

Readings:

- Lowenthal, Chapter 9

Supplementary 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.
- 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.
- John Toland. *Infamy: Pearl Harbor and Its Aftermath*. Garden City, N.Y.: Doubleday. 1982. (See especially Parts 1-3.)
- Anthony H. Cordesman and Arleigh A. Burke, "Intelligence Failures in the Iraq War", Washington: Center for Strategic and International Studies, 16 July 2003.
- United States. Congressional Reports: Report on the U.S. Intelligence Community's Pre-war Intelligence Assessments on Iraq, 7 July 2004.
- 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. 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.

Presenters:

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

March 29 The Terrorist Threat: Is it Real?

Reading:

- John Mueller. "Is There Still A Terrorist Threat?" *Foreign Affairs*. Vol. 85, No. 5. 2006. 2-8.

Supplementary Reading:

- 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.
- Stephen Gale. "Terrorism 2005: Overcoming the Failure of Imagination." Foreign Policy Research Institute. August 16, 2005.
- 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.
- John Mueller. "The Atomic Terrorist: Assessing the Likelihood." Paper prepared for the University of Chicago. Jan. 15, 2008. <http://polisci.osu.edu/faculty/jmueller>

Presenters:

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Apr 5 National Security and Intelligence in the 21st century. What next? Research Essays Due Today

Readings:

- Richard K. Betts. "21st Century Intelligence: Progress and Limits." CASIS Lecture, Ottawa. 2009. Canadian Association of Security and Intelligence Studies.

Supplementary Reading:

- Kevin O'Brien. "The Changing Security and Intelligence Landscape in the 21st Century." International Centre for the Study of Radicalisation and Political Violence. October 2008.
- Ian Bryan and Michael Salter, "War Crimes Prosecutors and Intelligence Agencies: The Case for Assessing their Collaboration," *Intelligence and National Security*, Vol. 16, No 3, (Autumn 2001), pp. 93-120.
- A. Walter Dorn, "Intelligence-Led Peacekeeping: The United Nations Stabilization Mission in Haiti (MINUSTAH), 2006-07" *Intelligence and National Security*, Vol. 24, No. 6 (December 2009), pp. 805-835.
- 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.

Presenters:

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Concluding Questions

Academic Accommodations

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 for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your **Letter of**

Accommodation 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*). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the PMC website for the deadline to request accommodations for the formally-scheduled exam (*if applicable*).

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 University Senate defines plagiarism as “presenting, whether intentional or not, the ideas, expression of ideas or work of others as one’s own.” This can include:

- 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;
- submitting a take-home examination, essay, laboratory report or other assignment written, in whole or in part, by someone else;
- using ideas or direct, verbatim quotations, or paraphrased material, concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another’s data or research findings;
- failing to acknowledge sources through the use of proper citations when using another’s works and/or failing to use quotation marks;
- handing in "substantially the same piece of work for academic credit more than once without prior written permission of the course instructor in which the submission occurs.

Plagiarism is a serious offence which cannot be resolved directly with the course’s instructor. The Associate Deans of the Faculty conduct 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 may include a mark of zero for the plagiarized work or a final grade of "F" for the course.

Student or professor materials created for this course (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s).

Submission and Return of Term Work: Papers must be submitted directly to the instructor according to the instructions in the course outline 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. Final exams are intended solely for the purpose of evaluation and will not be returned.

Grading: Standing in a course is determined by the course instructor, subject to the approval of the faculty Dean. Final standing in courses will be shown by alphabetical grades. The system of grades used, with corresponding grade points is:

Percentage	Letter grade	12-point scale	Percentage	Letter grade	12-point scale
90-100	A+	12	67-69	C+	6
85-89	A	11	63-66	C	5
80-84	A-	10	60-62	C-	4
77-79	B+	9	57-59	D+	3
73-76	B	8	53-56	D	2
70-72	B-	7	50-52	D-	1

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.

Carleton E-mail Accounts: All email communication to students from the Department of Political Science will be via official Carleton university e-mail accounts and/or cuLearn. As important course and University information is distributed this way, it is the student's responsibility to monitor their Carleton and cuLearn accounts.

Carleton Political Science Society: The Carleton Political Science Society (CPSS) has made its mission to provide a social environment for politically inclined students and faculty. Holding social events, debates, and panel discussions, CPSS aims to involve all political science students at Carleton University. Our mandate is to arrange social and academic activities in order to instill a sense of belonging within the Department and the larger University community. Members can benefit through numerous opportunities which will complement both academic and social life at Carleton University. To find out more, visit <https://www.facebook.com/groups/politicalsciencesociety/> or come to our office in Loeb D688.

Official Course Outline: The course outline posted to the Political Science website is the official course outline.