PSCI 4809-B

Canadian Cabinet Governance in Comparative Perspective

Fridays 8:35 a.m. – 11:25 a.m.

Residence Commons, Room 208
(Room to be confirmed via Carleton Central)

Instructor: R. Paul Wilson
Office: River Building, Room 2430-R (Mezzanine level)
Office Hours: Tuesdays 9:30 am to 11 am or by appointment
Phone: (613) 520-2600 ext 8599
Email: paul_wilson@carleton.ca

Course Description

Overview:

Examination of the structure and processes of the Canadian federal cabinet from origins to the present day, including comparison with practice in Canadian provinces and other Westminster jurisdictions, with special focus given to relations between the prime minister, ministers, public servants and political staff.

Required Books:
The following materials are required reading and are available at Haven Books, 43 Seneca Street (at Sunnyside Avenue). Tel. (613) 730-9888.

• A course pack of selected readings.

**Class Schedule**

The schedule below provides the topic and reading assignments for each meeting of PSCI 4809-B.

Students are generally expected to read and be prepared to discuss between 100 and 150 pages a week. Where not otherwise noted, academic journal articles are available online via the Carleton University Library. The instructor has, where possible, provided a hyperlink within the syllabus for materials that are publicly available on the internet.

It is the instructor's intention to follow this schedule. However, in some circumstances the instructor may propose to adjust the schedule or content in order, for example, to take advantage of current affairs or to accommodate the availability of guest speakers. The instructor commits to consult with the class with respect to possible adjustments but maintains final discretion to make amendments.

**Week 1  January 11, 2013:** Class Introduction

Discussion of the course goals, outline, expectations and assignments.

**Week 2  January 18, 2013** Westminster Principles, Canadian Practice

Rhodes et al, pp. 1-77

White, pp. 1-63

**Week 3  January 25, 2013:** Traditional and Departmentalized Cabinets--To 1968

Bernier et al, pp. 3-13


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**Week 4 February 1, 2013: The Institutionalized Cabinet--Trudeau to Mulroney**

**Readings:**


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**Week 5 February 8, 2013 Prime Ministerial Dictatorship in the Post-Institutionalized Cabinet?**

Rhodes et al, pp. 78-115.

White, pp. 64-101


Week 6 February 15, 2013: Cabinets and Budget Management

Readings:


Treasury Board of Canada Secretariat:


Week 7 February 22, 2013: READING WEEK

Week 8 March 1, 2013 Canadian Provinces

Please read:

White, pp. 102-143.

Bernier, pp. 245-49

In addition, please read three (3) from among the following five chapters found in Bernier et al.


Ted Glen, "Politics, personality, and history in Ontario’s administrative style." pp. 155-170.


Week 9 March 8, 2013 Ministerial Responsibility

Rhodes et al, pp. 116-154


Week 10 March 15, 2013 Advising Ministers: Public Servants and Political Staffers

Rhodes et al, pp. 155-186


Week 11  March 22, 2013:  AUSTRALIA


Week 12  March 29, 2013:  United Kingdom


Week 13  April 5, 2013:  New Zealand


Overview of Assignments

Students will be evaluated based on the following:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Date Due</th>
<th>% final grade</th>
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</thead>
<tbody>
<tr>
<td>1st paper--Cabinet Description</td>
<td>January 18th</td>
<td>10%</td>
</tr>
<tr>
<td>2nd paper--Cabinet as Focus Group?</td>
<td>February 8th</td>
<td>20%</td>
</tr>
<tr>
<td>Research Paper--Annotated Bibliography</td>
<td>March 1st</td>
<td>15%</td>
</tr>
<tr>
<td>Final Research Paper</td>
<td>April 5th</td>
<td>40%</td>
</tr>
<tr>
<td>Class Participation</td>
<td>Cumulative throughout term</td>
<td>15%</td>
</tr>
</tbody>
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Detailed Assignments

Description of Canadian Cabinet (10%) Due: January 18, 2013, 8:35 am

Please examine the lists of ministers, cabinet committees and parliamentary secretaries available under "The Team" rubric on the Prime Minister's website (http://www.pm.gc.ca). In no more than 3 double-spaced pages, please describe the current cabinet structure and comment on what White (at page 40) calls the "representational imperative."

Cabinet as a Focus Group? (20%) Due: February 8, 2013, 8:35 am

Donald Savoie argues that the Canadian Cabinet is now "a kind of focus group for the prime minister." Do you agree? Please discuss in an essay of no more than 6 double-spaced pages, basing your arguments on class readings to date in the course (including the February 8th class).

Annotated Bibliography (15%) Due: March 1, 2013, 8:35 am

In preparation for the major Research Paper in the course, students must submit an annotated bibliography in which they offer preliminary discussion of the academic literature relating to their intended topic. The paper must discuss at least 5 sources relevant to the topic, demonstrating their significance and how they fit into the student's intended research topic. Maximum length: 5 double-spaced pages.

Research Paper (40%) Due: April 5, 2013, 8:35 am

Please write a research paper of no more than 14 double-spaced pages in which you:
1. analyse the approach taken to cabinet organization and governance by a Canadian first minister (either a prime minister or a provincial premier);

OR

2. examine a specific theme or problem related to cabinet governance either in Canada or comparing Canada with another Westminster country (e.g. confidentiality of cabinet documents, use of cabinet committees versus full cabinet, cabinet meetings "on tour", single versus multiple tier cabinet structure, cabinet solidarity, etc).

Topics must be approved by the instructor. Essays must demonstrate the use of a wide range of source materials, such as academic literature (books and articles), political memoirs (from first ministers, their cabinet colleagues, senior public servants), government documents, media reports. Relying only on the materials covered in the annotated bibliography is not sufficient. Students are encouraged to consult with the instructor with respect to source materials.

Class Participation (15%)

Successful seminars require a commitment on the part of students to prepare for class and to participate in class. Fifteen percent of each student's course grade, therefore, will be based on attendance (including timeliness), and his or her understanding of class readings and concepts as demonstrated by the quality and consistency of contributions to class discussion.

General Criteria for Grading

When grading assignments the instructor will look for understanding of the subject matter, factual accuracy, clarity of analysis and argument, strength of supporting evidence, and facility of expression. However, the instructor strongly believes that quality work must also be characterized by proper grammar, spelling, formatting and general presentation. The instructor does not require that students follow any one particular style guide for references and citations. Therefore, each student may follow his or her preference in this respect. The instructor does, however, insist that whatever style is chosen be used properly and consistently throughout the paper. The instructor will take all these factors into account when grading papers.

Assignments and exams will be graded with a percentage grade. To convert this to a letter grade or to the university 12-point system, please refer to the following table.

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Letter grade</th>
<th>12-point scale</th>
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<th>Letter grade</th>
<th>12-point scale</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>A+</td>
<td>12</td>
<td>67-69</td>
<td>C+</td>
<td>6</td>
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Final grades are derived from the completion of course assignments. Failure to write the final exam will result in the grade ABS. Deferred final exams are available ONLY if the student is in good standing in the course.

**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.

**Submission of Assignments:**

Papers must be submitted in hard copy to the instructor at the beginning of class on the day indicated in the syllabus.

Late papers will be accepted; however, the instructor will reduce the grade by one grade step (i.e. A to A minus, A minus to B plus) for each day or partial day (including holidays and weekends) that the paper is overdue. For example, a paper due at 8:35 am will see its final grade reduced by one grade step if it is handed in past the deadline but on the same day. Each day or partial day thereafter will see the grade reduced by a further grade step.

The instructor will accept late papers electronically via email in order to prevent the accumulation of further penalties. However, a hard copy must be submitted as soon as possible.

Late assignments may be submitted to the Political Science Department 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.

The instructor will extend an assignment deadline only in exceptional circumstances and with compelling justification. A student seeking an extension should approach the instructor as soon as possible in advance of the deadline in order to demonstrate good planning and responsibility.

Papers will be returned in class. After the end of the semester, students may pick up papers from the instructor directly during office hours or by appointment. Alternatively, students may leave a self-addressed, stamped envelope which the instructor will use to return papers otherwise uncollected at the end of the semester.

Final exams are intended solely for the purpose of evaluation and will not be returned.
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 include a mark of zero for the plagiarized work or a final grade of “F” for the course.

**Oral Examination:** At the discretion of the instructor, students may be required to pass a brief oral examination on research papers and essays.

**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 in the after-hours academic life 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, please email carletonpss@gmail.com, visit our website at poliscisociety.com, 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.

**Communications**

**Use of Electronic Devices in Class:** The instructor requests that students respect two principles with respect to the use of electronic devices (principally cell/smart phones, lap top computers and personal data assistants) in class: 1) in order to promote free discussion in class and to respect privacy, video and/or audio may not be recorded or broadcast without the prior consent of the instructor; and 2) use of electronic devices must not distract or disrupt other students or the class as a whole. The instructor reserves the right to impose restrictions on the use of electronic devices should problems arise.

**Contacting the Instructor.** Please use official Carleton email in order to contact the instructor. My email address is paul_wilson@carleton.ca. I will endeavour to respond to email as quickly as possible but cannot guarantee same day answers (especially the night before an assignment is due).

**Connect Email Accounts:** All email communication to students from the Department of Political Science will be via Connect. Important course and University information is also
distributed via the Connect email system. It is the student’s responsibility to monitor their Connect account.