

Carleton University
Department of Political Science

Fall 2012

PSCI 5915 -G
Comparative Analysis of Public Affairs Management in Developed and Developing Countries

Lecture: Wednesday 14:35 -17:25
LA A602

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Objective: While it cannot be denied that in developing countries, public administration and development largely intersect because of the particular development focus there, the intersection of development and administration does not only lead to development administration, but also to administrative development. Thus, the focus on development administration in the past ignored the important component of administrative development. Moreover, the developed countries are not stagnant. They are also developing. Development administration is therefore not limited to developing countries and so is administrative development.

Administrative development involves the training and placement of the public administrators themselves, institutionalization and improvement in the structure of roles. Because under colonial rule, the colonized people performed mediatory roles, it became imperative after independence to train new administrators to assume the new roles expected of them. Most of the public administrators were either trained in the West or locally with the blue prints of the syllabi of western universities. Hence, despite contextual differences, some similarities and commonalities do exist between public administration in developed and developing countries. Some of the similarities derive from the colonial legacy of public administration and others from the post-independence training. Thus, what really occurred after independence was not development administration which involves the training of specialists such as engineers, agriculturalists and doctors to partake in, manage and bring about development, but administrative development. It explains in part why the development project largely failed. Though specialists were later trained for the purposes of development administration also in the West or locally with western syllabi, leaving out administrative development does not adequately reflect the character of public administration in developing countries. Public administration in developing countries may be said to be essentially derivatives of public administration in the West with some commonalities that reflect the colonial legacy and differences that reflect local cultures and neocolonial influences.

Currently, public management, in general, is no longer limited to the traditional core functions of public administration because of the involvement of the private sector, the media, the third sector, and policy communities and networks. Thus, what really exists currently is public affairs management. However, in the West, public affairs management takes place in the same cultural environment and lived experiences in which the theories are developed. In the developing countries, the theories come from outside and transferred into an entirely different

culture. In many cases, policies and administrative practices are transferred holus bolus to developing countries at the behest of the Breton Woods organizations with attendant problems. The age of globalization has served to intensify the transfers of policies, administrative theories, technologies and practices from developed countries to developing thus enhancing the similarities and commonalities.

To prepare the student of public affairs management for effective engagement in both developed and developing societies, it is appropriate to comparatively analyze public affairs management in developed and developing countries with illustrative case studies to unearth the legacies that establish commonalities and the peculiarities such as state failure, state collapse and state reconstruction that happen in developing countries, but absent in developed countries. This is the objective of this course.

Required Text

There is no required text for this course. Participants will rely mainly on literature available in the McOdrum library. Literature that is not available in the McOdrum library may be provided by the instructor.

Grading

Attendance and Participation	30%	
Session Summaries	30%	
Research Essay (Group or Individual)	40%	Due November 28, 2012.

For the purposes of the assigned readings, depending upon the size of the class, participants shall be organized into groups with leaders. Leaders shall divide the assigned readings for each session to the members of the group including the leader. Each member shall summarize his or her assigned reading in an essay form of not more than three pages double space on font 12 with due references to relevant pages. The summaries must include critical analysis of the assigned readings and questions to stimulate discussions. Leaders shall present the summaries to the instructor at least one week before the particular session. Participants are required to read the assigned readings, and be ready to answer questions in class. Answers in class must display a combination of originality of thought and critical analysis of relevant aspects of the main themes of the assigned readings. Marks will be awarded for clarity of expression. Participants are to note that absence from class adversely affects both attendance and participation marks. At the discretion of the instructor changes may be made to the assigned readings and some sessions may be skipped to reflect special interests of the class. This flexibility will enable accommodation to current issues.

Readings for each session shall be assigned from the specified literature listed for that session.

Note: September 6 Fall/Winter classes begin

**PART 1
THE OLD PUBLIC ADMINISTRATION**

Session 1 (September 12) Introduction and Structuring of Session Groups

Session 2 (September 19) The Genesis of Similarities: Tradition and Public Administration

Martin Painter and B. Guy Peters “The Analysis of Administrative Traditions”, Martin Painter and B. Guy Peters “Administrative Tradition in Comparative Perspectives”, O.P. Dwevedi and D.S Mishra “Administrative Tradition in India: Issues of Convergence, Persistence, Divergence, and Challenges”, Ahmed Shafiqul Huque “Tradition and Bureaucracy in Bangladesh”, and “Where Administrative Traditions are Alien: Implications for Reform in Africa” in Martin Painter and B. Guy Peters edited, *Tradition and Public Administration*, New York: Palgrave Macmillan, 2010, Chapters 1 to 6. JF1351 T725 2010

The Development Administration Era

Session 3 (September 26) The Role of Bureaucracy in Third World Development

Malcolm Wallis “Bureaucracy and Development Administration” , “The Political Environment” , “Development Planning” , “Financial Management” , “Bureaucracy and Rural Development” , “Public Enterprises” , “Local Government and Field Administration” , “The Management of Human Resources” , “Administration Reform and Development” *The Role of Bureaucracy in Third World Development* London: Macmillan, 1989 , Chapters 1 to 9. **JF60 W34**

David Beethan “Introduction” and “Models of Bureaucracy” *Bureaucracy* Minneapolis: University of Minnesota Press, 1987, Introduction, Chapters 1-2.

Floor 4 JF1501.B44 1996

Don Rowat “Comparing Democracies in Developed and Developing Countries: A statistical Analysis” *International Review of Administrative Sciences* (June 1990), 56(2), pg. 211-236. **Available Online via Scholars Portal**

Session 4 (October 3) Integrating Development Planning and Administration

Reider Dale. “Development and Development Planning” , “Strategic Planning for Development” *Development Planning: Concepts and Tools for Planners, Managers and Facilitators*, London: Zed Books, 2004, Chapters 1-2.

Irving Swerdlow “Introduction” , “Structure of Development Administration” *Development*

- Administration*, Irving Swerdlow (ed), New York: Syracuse University Press, 1963, Chapters 1-2. HN15 S95
- Kempe Ronald Hope “The Concept of Development Administration” *The Dynamics of Development and Development Administration*, Westport: Greenwood Press, 1984, Chapter 3. HD82.H59
- Jamil E. Jreisat “Administration of Developing Countries” *Comparative Public Administration and Policy*, Boulder: Westview Press, 2002, Chapter 5.

The Era of Administrative Development.

Session 5 (October 10) Common Theories of Public Policy and Administration

Public Policy

- Michael Hewlett & M. Ramesh “Understanding Public Policy”, “The Policy Context”, “Agenda Setting” and “Policy Formulation” *Studying Public Policy*, Don Mills: Oxford University Press, 2009, Chapters 2-5. **Floor 4 H97 .H69 2009**
- Michael Hewlett & M. Ramesh “Public Policy Decision-Making” *Studying Public Policy: Policy Cycles and Policy Subsystems*, Don Mills: Oxford University Press, 2009, Chapter 6. **Floor 4 H97 .H69 2009**
- Michael Hewlett & M. Ramesh “Policy Implementation”, “Policy Evaluation: Policy-Making as Learning” *Studying Public Policy*, Don Mills: Oxford University Press, 2009, Chapters 7,8. **Floor 4 H97 .H69 2009**

Public Administration

- Jay Shafritz and E. Russell “Defining Public Administration” in *Introducing Public Administration*, New York: Longman, 1999, Chapter 1.
ISBN 0-321-04483-5 (JF1351.S448 1999) Not in McOdrum Library.
- David Rosenbroom and Robert Kravchuk “The Practice and Discipline of Public Administration: Competing Concerns” *Public Administration: Understanding Management, Politics, and Law in the Public Sector*, New York: McGraw Hill, 2002, Chapter 1.
ISBN-13: 978-0-07-286795-4 or ISBN-10: 0-07-286795-7 (JF1351.R56 2005) Not in McOdrum Library.

Intersection of Public Policy and Administration

- Hugh Mellon “Politics and Administration: Separate, Connected or Integrated?” in Martin W. Westmacott and Hugh P. Mellon edited *Public Administration and Public Policy*, Scarborough: Prentice Hall, 1999, p 3-18.
Floor 4 JL108 .P78 1999

David Kennamer “Public Opinion, the Press, and Public Policy: An Introduction”, “Who Sets the Media Agenda? The Ability of Policymakers to Determine News Decision”, and “The News Media and Public Policy Agendas” *Public Opinion, the Press, and Public Policy*, Westport: Praeger, 1992, Chapters 1, 5, 6

Floor 4 HN90.P8P85

PART 2

FROM NEW PUBLIC ADMINISTRATION TO NEW PUBLIC SERVICE

Note: Participants Select Research Essay Topics and Discuss with Instructor.

Session 6 (October 17) New Public Administration, New Public Management, New Public Service and Public Affairs Management.

H. George Frederickson “Introduction” and “Social Equity and the New Public Administration”, *Social Equity and Public Administration: Origins, Developments and Applications*, New York: M.E. Sharpe, 2010, Introduction and Chapter 1.

Floor 4 JF 1351 F734 2010

Janet V. Denhardt and Rober B. Denhardt “Public Administration and the New Public Management”, “The Roots of the New Public Service” and “Serve Citizens, Not Consumers” *The New Public Service: Serving Not Steering*, New York: M.E Sharpe, 2007, Chapters 1-3. **Floor 4** JF 1351 D445 2007

Jon Pierre “Introduction: Understanding Governance” and Paul Hirst “Democracy and Governance” in Jon Pierre edited *Debating Governance* Oxford, New York: Oxford University Press, 2000, Chapters 1-2 **JF1351.D43**

Mary R. Hamilton “Democracy and Pubic Service” in Richard C. Box edited *Democracy and Public Administration*, Armonk, N.Y: M.E Sharpe, 2007, Chapter 1. **JF1351.D44 2007**

Jocelyn Bourgon “Responsive, Responsible and Respected Government: Towards a New Public Administration Theory” *International Review of Sciences (March 2007)*, 73(1), pg. 726.

Session 7 (October 24) Transfers and Their Associated Problems

Articles available online via scholars portal

M. Shamsul Haque “The Paradox of Bureaucratic Accountability in Developing Nations Under Promarket State” *International Political Science Review (January 1998, 19(4))*, Pg. 357-372.

Guido Bertutucci; Adriana Alberti “The United Nations Programme in Public Administration: reinventing itself to help reinvent public administration, *International Review of Administrative Sciences (June 2005)*, 71(2), pg.337-353.

Tino Schuppan “E-Government in Developing Countries: Experiences from Sub-Saharan Africa” *Government Information Quarterly (January 2009)*, 26(1), pg. 118-127.

Frank Ohemeng “The Dangers of Internationalization and “one-size-fits-all” in Public Sector Management” *International Journal of Public Sector Management (January 2010)*, 23(5), pg. 456-478.

Arthur A (Arthur Austin) Goldsmith “Africa’s Overgrown State Reconsidered: Bureaucracy and Economic Growth” *World Politics (July 1999)*, 51(4), pg. 520-546.

Further Readings

Articles available online via scholars portal

M. Shamshul Haque “Rethinking Development Administration and Remembering Fred W, Riggs” *International Review of Administrative Sciences (December 2010)*, 76(4), pg. 767-773

Tobin Im “Does Decentralization Reform Always Increase Economic Growth?: A Cross Country Comparison of the Performance.” *International Journal of Public Administration (August 2010)*, 33(10), pg. 508-520.

Mark Evans “Policy Transfer in Critical Perspective” *Policy Studies (June 2009)*, 30(3), pg. 243-263.

Janet Denhardt; Larry Terry; Edgar Ramirez Delacruz; Liubinka Andonoska “Barriers to Citizen Engagement in Developing Countries” *International Journal of Public Administration (December 2009)*, 32(14), pg. 1268-1288.

Session 8 (October 31) Selected Case Studies

Articles available online via scholars portal

Frank Louis Kwaku Ohemeng “Constraints in the Implementation of Performance Management Systems: The Ghanaian Case” *International Journal of Cross of Cross Cultural Management (April 2009)*, 9(1), pg.109-132

Pan Kim “A Historical Overview of Korean Public Administration: Discipline, Education, Association, International Cooperation and Beyond Indiginization” *International Review of Administrative Sciences (June 2012)*, 78(2), pg. 217-238

Nicholas Awortwi. “Building New Competences for Government Administrators and Managers in an Era of Public Sector Reforms.” *International Review of Administrative Sciences (December 2010)*, 76(4), pg. 723-748.

Abu Elias Sarker “The Illusion of Decentralization: Evidence from Bangladesh” *International Journal of Public Sector Management (January 2003)*, 16(7), pg. 523-548.

Rebecca L.H. Chiu “The Transferability of Hong Kong’s Public Housing Policy” *European Journal of Housing Policy (September 2010)*, 10(3), pg. 301-323

PART 3

DIFFERENCES THAT MATTER: WHEN THINGS FALL APART

Session 9 (November 7) Causes of State Failure and State Collapse

- Robert I Rotberg “Failed States, Collapsed States, Weak States: Causes and Indicators”, in Robert I Rotberg edited *State Failure and State Weakness in Time of Terror*, Washington DC: Brookings Institution, 2003, **JF60 S72 2003**.
- Robert I Rotberg “The Failure and Collapse of Nation States: Breakdown, Prevention, and Repair” in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.
- Nelson Kasfir “Domestic Anarchy, Security Dilemma and Violent Predation”, in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.
- Christopher Kaplan “Global-Local Politics of State Decay”, in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.
- Nicholas van de Walle “Economic Correlates of State Failure: Taxes, Foreign Aid, and Politics” in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.
- Michael T. Klare “The Deadly Connection: Parliamentary Bands, Small Arms Diffusion and State Failure” in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.

Session 10 (November 14) Cases of State Failure and Collapse

- Rene Lemarchand “The Republic of the Congo: From Failure to Potential Reconstruction” in Robert I Rotberg edited *State Failure and State Weakness in Time of Terror*, Washington DC: Brookings Institution, 2003, **JF60 S72 2003**.
- William Reno “Sierra Leone: Warfare in a Post-State Society”, in Robert I Rotberg edited *State Failure and State Weakness in Time of Terror*, Washington DC: Brookings Institution, 2003, **JF60 S72 2003**.
- Gerald Prunier and Rachel Gisselquist “The Sudan: A Successful Failed State”, in Robert I Rotberg edited *State Failure and State Weakness in Time of Terror*, Washington DC: Brookings Institution, 2003, **JF60 S72 2003**.
- Walter S Clarke and Robert Gosende “Somalia: Can a Collapsed State Reconstitute Itself?”, in Robert I Rotberg edited *State Failure and State Weakness in Time of Terror*, Washington DC: Brookings Institution, 2003, **JF60 S72 2003**.
- Harvey F. Kline “Indonesia: The Erosion of State Capacity” in Robert I Rotberg edited *State Failure and State Weakness in Time of Terror*, Washington DC: Brookings Institution, 2003, **JF60 S72 2003**.

Session 11 (November 21) Post-Failure Reconstruction

- Jens Meirhenrich “Forming State After Failure”, in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.
- Nat J. Colletrat et. al. “Disarmament, Demobilization and Reintegration: Lessons and Liabilities in Reconstruction”, in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.
- Susan Rose-Arkamen “Establishing the Rule of Law”, in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.
- Jennifer A. Widner “Building Effective Trust”, in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.
- Daniel N. Posher “Civil Society and the Reconstruction of Failed States” in Robert I Rotberg edited *When States Fail: Causes and Consequences*, Princeton: Princeton University Press, 2004, **JF60 W46 2004**.

Session 12 (November 28) Research Essays Due in Class.

ADDITIONAL SOURCES FOR FURTHER STUDIES AND RESEARCH

Research Articles in Journals

Articles available online via scholars portal

- Ramanie Samaranunge; Nilupama Wijewardena “The Changing Nature of Public Values in Developing Countries”, *International Journal of Public Administration (March 2009)*, 32(3-), pg. 313-327.
- Ni Putu S.H. Mimba; G. Jan van Helden; Sandra Tillema “Public Sector Performance Measurement in Developing Countries: A Literature and Research Agenda” *Journal of Accounting & Organizational Change (January 2007)*, 3(3), pg. 192-208.
- M. Haque “The Contextless Nature of Public Administration in Third World Countries” *International Review of Administrative Sciences (September 1996)*, 62(3),pg. 315-329.
- Santosh Mehrotra; Enrique “The Private Sector and Privatization in Social Services: Is the Washington Consensus “Dead” ?” *Global Social Policy(August 2005)*, 5(2), pg.141-174.
- Leslie A. Pal; Derek Ireland “The Public Sector Reform Movement: Mapping the Global Policy Network” *International Journal of Public Administration (July 2009)*, 32(8), pg. 621-657.

- Charles Conteh ; Frank L. K. Ohemeng “The Politics of Decision Making in Developing Countries” *Public Management Review*(January 2009), 11(1), pg. 57-77.
- Jamil Jreisat “Governance in a Globalizing World” *International Journal of Public Administration* (January 2004), 27(13-14), pg. 1003-1029.
- Yin-Fang Zhang “Towards Better Regulatory Governance?” *Public Management Review* (November 2010), 12(6), pg. 311-348.
- Prinly Ifinedo “Factors Influencing E-Government Maturity in Transition Economies and Developing Countries: A Longitudinal Perspective” *ACM SIGMIS Database* (January 2012), 42(4), pg. 98-116.
- Matt Andrews “The Good Governance Agenda: Beyond Indicators Without Theory” *Oxford Development Studies* (December 2008), 36(4), pg. 379-407.
- Edgar Kiser; Audry Audrey Sacks “African Patrimonialism in Historical Perspective: Assessing Decentralized and Privatized Tax Administration ” *The Annals of the American Academy of Political and Social Science* (July 2011), 636(!), pg. 129-149.
- David Parker; Colin Kirpatrick “Privatisation in Developing Countries: A Review of the Evidence and Policy Lessons” (May 2005), 41(4), pg. 513-54.
- Charles L Vehorn “Fiscal Adjustment in Developing Countries Through Tax Administration Reform” *The Journal of Developing Studies* (June 2011) 45(1), pg. 323-338.
- Pan Suk Kim “How to Attract and Retain the Best in Government” *International Review of Administrative Sciences* (December 2008), 74(4), pg. 637-652.
- Joseph G. Jabbara; O.P. Dwivedi “Globalization, Governance and Administrative Culture” *International Journal of Public Administration* (January 2004), 27(13-14), pg.1101-1127.
- Christopher J. Rees; Farhard Hossain “Perspectives on Decentralization and Local Governance in Developing and Transitional Countries” *International Journal of Public Administration* (October 2010), 33(12-13), pg. 581-587.
- Paul Cairney “Public Administration in an Age of Austerity: Positive Lessons From Policy Studies” *Public Policy and Administration* (July 2012), 27(3), pg. 230-247.
- Stefano Paternostro; Anand Rajaram; Erwin R. Tionson “How does the composition of Public Administration Matter?” *Oxford Development Studies* (March 2007), 35(1), pg. 47-82.
- Chris Holden “Exporting Public-Private Partnerships in Healthcare: Export Strategy and Policy Transfer” *Policy Studies* (June 2009), 30(3), pg. 313-332.

Research Articles in Books

Public Sector Reforms in Developing Countries

Managerial Reform: George Larbi “Applying the New Public Management in in Developing Countries”, Ole Therkildsen “Elusive Public Sector Reform in East and Southern Africa”, Andrew Nickson “Public Sector Management Reform in Latin America”, Richard Bartley and

George A. Larbi “Capacity to Deliver? Management ” Institutions and Public Services in Developing Countries”, *Fiscal Reform*: Yusuf Bangura “Fiscal and Capacity-Building Reform”, Willy McCourt “Employment and Pay Reform in Developing and Transitional Societies”, *Decentralization Reform*: Paul Smoke “Decentralization in Developing Countries”, Dele Olowu “Decentralization Policies and Practices Under Structural Adjustment and Democratization in Africa”, Andrew Nickson “Public-Private Partnership and Pro-Poor Development: The Experience of the Cordoban Concession in Argentina” in Yusuf Bangura and George A. Larbi edited *Public Sector Reform in Developing Countries: Capacity Building to Improve Services*, New York: Palgrave Macmillan, 2006, Chapters 1 to 9. **JF60 P865 2006**

Decentralization

Kent Eaton and Ed Connerly “Democracy, Development and Security as Objectives of Decentralization”, Jonathan T. Hiskey “The Promise of Decentralized Democratic Governance”, Gary Blend “Elections and the Development of Local Democracy”, Derick Brinkerhoff and Omar Azfar “Decentralization and Community Empowerment”, Jesse Ribot, Ashwini Chhatre and Tamila Lankina “Decentralization, Authority, and Local Democracy”, Joseph Siegel and Patrick O’Mahony “Decentralization and Internal Conflict”, Kent Eaton and Larry Schroeder “Measuring Decentralization” Paul Smoke “Implementing Decentralization: Meeting Neglected Challenges” in Ed Connerly, Kent Eaton, Paul Smoke edited *Making Decentralization Work: Democracy, Development and Security*, Boulder: Lynn Rienner, 2010, Chapters 1-8. **JF60 M33 2010.**

Making Sense of Governance

Goran Hyden, Julius Court, and Kenneth Mease “Governance, Democracy, and Development”, “Governance Performance: The aggregate Picture” , “Civil Society”, “Political Society”, “Government” , “The Bureaucracy” , “Economic Society” , “The Judiciary” , Conclusions”, *Making Sense of Governance: Empirical Evidence From Sixteen Developing Countries*, Boulder: Lynne Rienner, 2004, Chapters 1-9. **JF130 H93 2004**

Managing Development in a Global Context

O.P. Dwevedi, Renu Khator, and Jorge Nef edited “History of Development and Development as History”, “Globalization and Transnationalization of the State” , “Poverty and Sustainable Livelihoods” , “Marginalization and Exclusion”, “Trade, Labour, and Human Rights in a Global Context” , “Transition from Development Administration to New Public Management: An Interpretative Exploration”, “The Challenges of Sustainable Development” , “Global Challenges and Managerial Culture” , “Democracy, Governability, and Governance” , “The Way Ahead”.

Managing Development in a Global Context, New York: Palgrave Macmillan, 2007, Chapters 1-11. **HD75 D885 2007.**

Academic Accommodations

For students with Disabilities: Students with disabilities requiring academic accommodations in this course must register with the Paul Menton Centre for Students with Disabilities (500 University Centre) for a formal evaluation of disability-related needs. Registered PMC students are required to contact the centre (613-520-6608) every term to ensure that the instructor receives your request for accommodation. 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 assignment is due or the first in-class test/midterm requiring accommodations**. If you require accommodation for your formally scheduled exam(s) in this course, please submit your request for accommodation to PMC by **November 15 2010 for December examinations and March 11 2011 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).

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.

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.

Grading: 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.

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.

Course Requirements: 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: 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.

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.