

**Thesis Proposal Workshop
PSCI 6908**

Wednesday, 11:35-2:25
Confirm Location on Carleton Central

Instructor: Professor Christina Gabriel

Office Hours: Wednesday, 9:30 – 10:30
Thursday, 12:30-1:30

Office Loeb – To be Confirmed

E-mail: christina.gabriel@carleton.ca

Course Objectives

This seminar-workshop is designed to help students organize, develop and refine their dissertation proposal. This course is intended to complement PSCI 6907 and will build on that seminar. It will provide additional insights into research methodology and research contributions before students draft the remaining elements of their own proposal. Over the course of the term students will be required to present elements of their proposal to the class. It is expected that students will incorporate peer feedback into the first iteration of their dissertation proposal. This longer effort will be presented at the end of the term.

Learning Outcomes

At the end of this seminar students will be able to

- Formulate a PhD thesis research question and design a written research proposal draft
- Engage in and further develop peer review assessments

Course Format

This workshop is scheduled as a face-to-face seminar. It is student-led and the instructor will act as a facilitator.

You could think about adding Learning Outcomes here.

Course Requirements

This seminar-workshop is evaluated on a satisfactory/unsatisfactory basis. Attendance is **mandatory** for all face-to-face sessions.

Students will not be assigned a letter grade but must complete **ALL** requirements to receive a satisfactory grade. It is necessary to successfully complete this workshop before moving on to a PhD proposal defence.

Requirements

- 1) Regular attendance and participation in the weekly workshop sessions
- 2) Reading student draft sections of proposals in advance of their presentation in class
- 3) Presentation of each of the proposal elements
- 4) Preparing comments for peer review of elements (2-5 minutes)
- 5) Completion of a full draft proposal, circulation of this draft to members of the class (and at least one other PSCI Faculty member who will be asked for comments) by the assigned deadline.
- 6) A 12-15 minute class presentation of your full draft proposal. There will be two discussants for each proposal. Each discussant must provide written reviews of student proposal.

Draft Dissertation Proposal

The final draft proposal should include a working title of your dissertation and the following elements

- (a) the topic of the dissertation and why this topic is important
- (b) a statement of your research question(s)
- (c) your argument (or research thesis) about this (these) question(s)
- (d) a contextualization of your research question and your argument in the relevant literature(s) (How does your question/argument “fit” within the literature? In what ways does your argument agree or disagree with other relevant approaches/studies? What gap does it fill/how is it original and/or innovative?)
- (e) a discussion of your theoretical framework/approach
- (f) a discussion of your methodology (How will you go about substantiating your argument? What lines of inquiry will be pursued? What aspects of the topic and/or cases and/or data will be investigated? What methods will be used?)
- (g) expected contributions
- (h) an identification of particular areas of your proposal that need further development and a reflection on challenges related to your research project (if any)
- (i) an indicative bibliography

Use of AI in this Course

Students may use AI tools for basic word processing and formatting functions, including:

- Grammar and spell checking (e.g., Grammarly, Microsoft Word Editor)
- Basic formatting and design suggestions (e.g., Microsoft Word’s formatting tools, PowerPoint Design editor)

It is not necessary to document the use of AI for the permitted purposes listed above. If you have questions about a specific use of AI that isn't listed above, please consult the instructor.

This policy ensures that student voices and ideas are prioritized and authentically represented, maintaining the integrity of the work produced by students while allowing basic support to enhance clarity, correctness, layout, and flow of ideas. The goal of adopting a limited use of AI is to help students develop foundational skills in writing and critical thinking by practicing substantive content creation without the support of AI.

As our understanding of the uses of AI and its relationship to student work and academic integrity continue to evolve, students are required to discuss their use of AI in any circumstance not described here with the course instructor to ensure it supports the learning goals for the course

Plagiarism

The University Academic Integrity Policy defines plagiarism as 'presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one's own.' This includes 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. Examples of sources from which the ideas, expressions of ideas or works of others may be drawn from include but are not limited to books, articles, papers, literary compositions and phrases, performance compositions, chemical compounds, artworks, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports, computer code/software, material on the internet and/or conversations.

Examples of plagiarism include, but are not limited to:

- any submission prepared in whole or in part, by someone else, including the unauthorized use of generative AI tools (e.g., ChatGPT)
- using ideas or direct, verbatim quotations, paraphrased material, algorithms, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment
- using another's data or research findings without appropriate acknowledgement
- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one's own
- failing to acknowledge sources with proper citations when using another's work and/or failing to use quotations marks.

Plagiarism is a serious offence that cannot be resolved directly by the course's instructor. The Associate Dean of the Faculty of Global and Public Affairs follows a rigorous process for academic integrity allegations, including reviewing documents and interviewing the student, when an instructor suspects a violation has been committed. Penalties for violations may include a final grade of "F" for the course.

Schedule of Classes

January 7 Course Introduction

- Overview of course & expectations
- Student Introductions - Positioning yourself and your research in the discipline – 5 -7 minutes

Graduate Student Panel – “Two Things I Wish I Knew When I Developed My Proposal”

Guests – Grad Students Post PhD Defence – Speakers Kimberlee Nesbitt and Chris Mouré

January 14 Methodology & Research Ethics

- Review - Chapter One “Ethics Framework” - https://ethics.gc.ca/eng/policy-politique_tcps2-eptc2_2018.html
- TCPS2 (2018): Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans. Go to <https://carleton.ca/researchethics/policies-and-resources/> - complete if you have not done the training. [Complete if your research involves human subjects.]

Guest: Professor Vandna Bhatia – First half

Guest: Emily Hersey, Office of Research Ethics – Second half

January 21 Literature Review vs. Theoretical Framing

- What is the difference between a Theoretical Framework and a Literature Review in a PhD Proposal?

Guest: TBC

Work Due:

Friday, January 23

Maximum five pages – What are your key research questions? What methods will you be using to answer these questions and why? Upload to Brightspace.

February 28 Methodology I - Presentations

- Student presentations on draft methodology
(Please speak to your draft for five minutes)

Work Due:

Friday, January 30

Maximum five pages – What concepts, theories, ideas will you draw upon to inform your research and analyze your findings. Ideally, you should build on the concepts you identified in PSCI 6907 when crafting this section.

February 4

Theoretical Framework I - Presentations

- Student presentations on theoretical framework
(Please speak to your draft for five minutes.)

Work Due:

Friday, February 6

Maximum two pages – What are the expected contributions of the research you are pursuing? Who are the audiences it is directed at?

February 11

Research Contributions

- Student presentations on research contributions
(Please speak to your draft for five minutes.)

Work Due:

Friday, February 13

Maximum three pages – Develop a working map/timeline of how you will pursue your doctoral research post comprehensive exam.

February 16 – 20 Reading Week

February 25

- Student Presentations on proposed timelines
- Discussion of challenges encountered to date in drafting of elements
- Organization of student presenters and responders

March 4

Peer Review

- No Class – use session to complete working draft of proposal

March 11

- Professor Away, No Class

Work Due

Complete working draft (no more than 20 pages) to be uploaded on Brightspace

March 18

Peer Review

- Student Presentations

March 25

- Student Presentations

April 1

- Student Presentations

POLITICAL SCIENCE APPENDIX

REQUESTS FOR ACADEMIC ACCOMMODATION

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

Student Mental Health

As a university student, you may experience a range of mental health challenges that significantly impact your academic success and overall well-being. If you need help, please speak to someone. There are numerous resources available both on- and off-campus to support you. Here is a list that may be helpful:

Emergency Resources (on and off campus): <https://carleton.ca/health/emergencies-and-crisis/emergency-numbers/>

Carleton Resources:

Mental Health and Wellbeing: <https://carleton.ca/wellness/>

Health & Counselling Services: <https://carleton.ca/health/>

Paul Menton Centre: <https://carleton.ca/pmc/>

Academic Advising Centre (AAC): <https://carleton.ca/academicadvising/>

Centre for Student Academic Support (CSAS): <https://carleton.ca/csas/>

Equity & Inclusivity Communities: <https://carleton.ca/equity/>

Off Campus Resources:

Distress Centre of Ottawa and Region: (613) 238-3311 or TEXT: 343-306-5550,
<https://www.dcottawa.on.ca/>

Mental Health Crisis Service: (613) 722-6914, 1-866-996-0991, <http://www.crisisline.ca/>

Empower Me: 1-844-741-6389, <https://students.carleton.ca/services/empower-me-counselling-services/>

ood2Talk: 1-866-925-5454, <https://good2talk.ca/>

The Walk-In Counselling Clinic: <https://walkincounselling.com>

Academic consideration for medical or other extenuating circumstances: Students must contact the instructor(s) of their absence or inability to complete the academic deliverable within the predetermined timeframe due to medical or other extenuating circumstances. For a range of medical or other extenuating circumstances, students may use the online self-declaration form and where appropriate, the use of medical documentation. This policy regards the accommodation of extenuating circumstances for both short-term and long-term periods and extends to all students enrolled at Carleton University.

Students should also consult the [Course Outline Information on Academic Accommodations](#) for more information. Detailed information about the procedure for requesting academic consideration can be found [here](#).

Pregnancy: Contact your Instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For accommodation regarding a formally-scheduled final exam, please contact Equity and Inclusive Communities (EIC) at equity@carleton.ca or by calling (613) 520-5622 to speak to an Equity Advisor.

Religious obligation: Contact your Instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details [click here](#).

Academic Accommodations for Students with Disabilities: 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, please request your accommodations for this course through the [Ventus Student Portal](#) 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*). Requests made within two weeks will be reviewed on a case-by-case basis. For final exams, the deadlines to request accommodations are published in the [University Academic Calendars](#). 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*).

Survivors of Sexual Violence: As a community, Carleton University is committed to maintaining a positive learning, working, and living environment where sexual violence will not be tolerated, and its survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit:
<https://carleton.ca/equity/sexual-assault-support-services>.

Accommodation for Student Activities: Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation will be provided to students who compete or perform at the national or international level. Write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist.

PETITIONS TO DEFER

Students unable to write a final examination because of illness or other circumstances beyond their control may apply within **three working days** to the Registrar's Office for permission to write a deferred examination. The request must be fully supported by the appropriate documentation. Only deferral petitions submitted to the Registrar's Office will be considered.

[See Undergraduate Calendar, Article 4.3](#)

INTELLECTUAL PROPERTY

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). Permissibility of submitting substantially the same piece of work more than once for academic credit. If group or collaborative work is expected or allowed, provide a clear and specific description of how and to what extent you consider collaboration to be acceptable or appropriate, especially in the completion of written assignments.

WITHDRAWAL WITHOUT ACADEMIC PENALTY

Please reference the [Academic Calendar](#) for each term's official withdrawal dates

OFFICIAL FINAL EXAMINATION PERIOD

Please reference the [Academic Calendar](#) for each term's Official Exam Period (may include evenings & Saturdays or Sundays)

For more information on the important dates and deadlines of the academic year, consult the [Carleton Calendar](#).

GRADING SYSTEM

The grading system is described in the Undergraduate Calendar section [5.4](#).

Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they have been approved by the Dean.

ACADEMIC INTEGRITY

Academic integrity is an essential element of a productive and successful career as a student.

Students are required to familiarize themselves with the university's [Academic Integrity Policy](#).

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:

- any submission prepared in whole or in part, by someone else, including the unauthorized use of generative AI tools (e.g., ChatGPT);
- reproducing or paraphrasing portions of someone else's published or unpublished material, 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 that cannot be resolved directly by the course's instructor. The Associate Dean of the Faculty conducts 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 can include a final grade of "F" for the course.

RESOURCES (613-520-2600, phone ext.)

Department of Political Science (2777)	B640 Loeb
Registrar's Office (3500)	300 Tory
Centre for Student Academic Success (3822)	4 th floor Library
Academic Advising Centre (7850)	302 Tory
Paul Menton Centre (6608)	501 Nideyinàñ
Career Services (6611)	401 Tory

