

PSCI 2401A
Public Affairs Analysis
Tuesdays 9:35-11:25 a.m.
Please confirm location on Carleton Central

Instructor: Professor Conrad Winn
Office: B641 Loeb
Office Telephone: 613-520-2600 ext. 1195
Office hours: Mon 11:30-noon, 2-2:30 pm, 5:30-7:30 pm;
Tues 11:30-noon, 5:30-6 pm by appointment.
Other times also available by appointment.
Email-routine: cwinn@connect.carleton.ca – for normal academic issues.
Response within one business day
Email-urgent: cjwinn@telus.blackberry.net – to book a meeting by phone
or in person for urgent medical/personal matters or to
change an appointment.
Email-requirements: Student email must be from a Carleton email account and must
have the following subject heading: “PSCI [course number],
[your name as it appears on university records], [purpose,
e.g. to discuss a paper or submit a paper].”

Information Other Than Weekly Topics

Course Objectives

As with other terms in politics and political science, “public affairs” and “public affairs analysis” have ambiguous meaning. To lay observers, the concept of public affairs implies public matters that typically fall within economics and political science, including the latter’s subfields of public administration and public policy. To keen observers of public life, the concept of public affairs tends to encompass political persuasion and communication, precursors or companions to lobbying. In the extreme, public affairs is sometimes a euphemism for lobbying. Executives with the term “public affairs” in their title are typically responsible for public persuasion and communication, sometimes for lobbying.

This particular course is intended to provide an overview of public policy, public administration, and public communications/persuasion with a hint of lobbying.

Texts—Available in Carleton Bookstore

Michael Howlett, M. Ramesh, and Anthony Perl, *Studying Public Policy: Policy Cycles and Policy Subsystems* (Don Mills: Oxford UP, 2009) 3rd ed., ISBN 978-0-19-542802-5.

Brian Lee Crowley, *Fearful Symmetry: The Fall and Rise of Canada's Founding Values* (Toronto: Key Porter, 2009) ISBN 1554701880. To arrive in bookstore during last week of September.

Other Source Material

Students will benefit from access to orthodox traditional media such as CBC, CNN, *Globe and Mail*, and *Ottawa Citizen*, unorthodox traditional media such as Fox News Channel, TV5, *Le Devoir*, *Weekly Standard*, and the Zerbisias column in the *Star*, new media such as salon.com, honestreporting.com/ca, littlegreenfootballs.com, mediaresearch.org, instapundit.com, and dailykos.com, new media aggregators such as townhall.com and pajamasmedia.com, and new micro-media such as danielpipes.org, memri.org and sundry government (e.g. Bank of Canada) and think tank websites (C.D. Howe, Frontier).

Evaluation at a Glance

- Multiple choice test in class during week of Sept. 28: 10%. Posted on WebCT by Oct. 16.
- Multiple choice test in class during week of November 2: 20%
- Term paper submitted in class and electronically during week of Nov. 9, as detailed under "Term Paper Submission," below: 30%.
- Multiple choice test in December exam period: 40%.
- Any grade for class or TA group participation, calculated at the instructor's option, may be used to raise but not lower the overall course grade as calculated on the basis of the preceding considerations. This is intended for the benefit of students with poor grades or uneven performance.
- All test/examination grades will be posted on WebCT. Overall course grades on WebCT will not be deemed official until formally approved by the University.

Evaluation Details

Class Discussion. Though more of a focus of TA groups, discussion is welcome in lectures so long as the volume of discussion does not impede the lecture schedule unduly. No grades are normally assigned for class discussion.

Tutorials. Students will be graded for their tutorials. These grades will be factored in at the instructor's discretion only if they are higher than would be the overall course grade otherwise.

Term Paper Content. The MSWord typed paper shall consist of no more than 12 pages, including footnotes (not endnotes, and not citations in parentheses), plus bibliography. In fall 2009, the following is an exclusive list of acceptable topics. Please choose one:

- Program evaluation as a tool for assessing the effectiveness of government programs—a review of scholarly and informed commentary on the strengths and weaknesses of program evaluation in general or of different aspects of it (e.g.

- the challenges of getting objective information or the challenges of preventing program managers from unduly influencing the evaluation of their programs).
- Disabilities programs and policies—a review of any aspects of government policies intended to accommodate or require the accommodation of persons with disabilities in one of the following: a country in western Europe, Australia, the U.S., Quebec, Alberta, or British Columbia.
 - Tax funded advocacy—an analysis of how Canadian governments have used funding of not-for-profit groups to aid an agenda of a given department or for the electoral advantages of a given government. The essay may focus on one type of advocacy (e.g. environment, HIV/AIDS, minority official language communities).
 - Think tanks in Canada—an analysis of think tanks in general or of one in particular for the purpose of explaining how and why it (they) came into being and what it (they) does (do)
 - Political leadership—a review of any scholarly writing or informed commentary on (a) how successful politicians in any democratic country do succeed in imposing their preferences on the bureaucracy or (b) the limited ability of politicians to impose their policy agendas on the bureaucracy in Canada or Britain.
 - University research ethics policies—the origins of the policies, their formal purposes (according to advocates), their informal purposes of effects (according to critics), and their different formulations.

Papers should be written in an analytic style, avoiding to the extent possible partisanship on an issue.

Term Paper Writing Style. Any conventional Anglo-American spelling or essay style is acceptable except that all references should be complete, including page numbers, and appear in footnotes and in no other form (e.g. no endnotes). All papers should be strongly evidentiary, *using citations and documented verbatims liberally*. University-level grammar and spelling standards are a requirement for passing

Term Paper Submission. Term papers must be submitted in class during the week specified under “Evaluation at a Glance,” above. As confirmation of submission, the same paper must also be submitted electronically to cwinn@connect.carleton.ca during the 24 hour period preceding the class during which the paper version is to be submitted. For such electronic submissions, the email subject heading must be: “PSCI [course number], [your name as it appears on university records], [term paper topic, i.e. one of “program evaluation” or “disabilities” or “advocacy” or “think tanks” or “leadership” or “university”].

Late Term Papers. Term papers submitted through the Departmental box will have a basic deduction of 2 grade points (e.g. reduced from B+ to B-) plus 2 extra grade points for each day past due. The Department date stamps submissions to the box at 4 p.m. A term paper submitted at 4:15 p.m. would be deducted 4 grade points.

Return of Graded Term Papers. Graded term papers will be returned in class. Students will be alerted beforehand with respect to which class. Students who do not wish to pick up their paper in class have the option of submitting their paper in a self-addressed, stamped envelope following the normal submission practice, as outlined in “Term Paper Submission,” above.

Term Paper Grade Disputes. The procedure for seeking redress involves first speaking with the TA involved in the grading of the paper in question, and then seeing the instructor. All requests to the instructor for redress must be preceded by an email outlining the rationale of the student’s request.

Academic Infractions. A student who, without written authorization, submits or has submitted the same paper to another course will automatically receive a failing grade. Plagiarism will also result in a failing grade for the course.

Plagiarism and Proper Use and Citation of Sources. An excellent set of sources and source of counsel may be found at www.library.ualberta.ca/guides/plagiarism/.

Tests/Exams. Multiple choice-style questions (e.g. “Which of the following five options is true?”). For evaluation purposes only, they will not be returned to the student. See “Evaluation at a Glance,” above, for scheduling details.

Early Performance Feedback. See “Evaluation at a Glance,” above, for details.

Other Evaluation Requirements and Exemptions. Subject to exemptions as outlined immediately below, students must take all tests and submit a term paper to qualify for a passing grade for the course, and must have a passing grade for all pre-final tests as a whole to qualify for a final examination deferral. Subject to university regulations, in the event of significant family circumstances such as bereavement the instructor may at his discretion extend a term paper submission deadline or exempt a mid-term test, in which case the putative test result would be calculated as the average of the scores on the other two tests.

Reaching Professor Winn

Consulting times are by appointment and normally in consulting hours. Students are encouraged to use email (cwinn@connect.carleton.ca) to discuss brief topics, send writing for comment, seek feedback, book an appointment, or request a telephone conversation. Emails requesting a conversation by phone should list the student’s full name, phone number, and time periods when the instructor’s return phone call might work. Barring technical difficulties, email messages are normally returned within a business day.

Students arriving to discuss a term paper are requested to bring a typed outline of their thoughts, however preliminary or tentative their thoughts might be.

To minimize the risk of accidental deletion in an era of junk mail, emails must have the following in the subject heading: “PSCI [course number], [your name],[purpose of email].” Students are obliged to check the email addresses they have given to the university for possible email from the instructor at least weekly on the evening before or the morning of class.

Comment Codes When Term Papers Are Returned:

VG = very good substantive point

VG evid = very good use of evidence, sourcing, or citation material

S = style cumbersome or poor

M = meaning unclear

Gr = grammatical problem

Sp = misspelling

Wd = inadequate choice of word(s)

NS = non sequitur

Evid = inadequate or inappropriate evidence

Inf = style too informal for an academic paper

Weekly Topics and Readings

1. Sept. 15: Introduction and the Informational Context. Course Term Paper

Overview of the course, texts, key terms. Political studies, political science, and public affairs. Key terms: objectivity and historicism; fact, taxonomy, and theory/explanation; politics as arguments over deliverables vs. politics as the ultimate form of retail sales; ideology as guide, cheat sheet, rationalization, source of comfort, and tool of symbolic manipulation. Media, universities, public sector, public sectors. Why public policy matters. Howlett, chaps 1-2.

2. Sept. 22: The Policy Context, Agenda, and Family. Course Term Paper.

Howlett, chap 3-4

3. Sept. 29: In Class Multiple-Choice Test. Values.

Crowley, chaps 1-3.

4. Oct. 6: Agenda and Family

Crowley, chaps 4-6 and 12

5. Oct. 13: Policy Instruments and Quebec

Howlett, chap 5 ; Crowley, chaps 7 and 10

6. Oct. 20: Decision-making

Howlett, chap 6

7. Oct. 27: Implementation

Howlett, chap 7

8. Nov. 3: In Class Multiple-Choice Test. Evaluation

Howlett, chap 8

9. Nov. 10: Evaluation Cont'd and Longterm Dynamics

Howlett, chaps 8-9; indirectly all of Crowley

10. Nov. 17: Crowley's Conclusions I

Crowley, chaps 8-9

11. Nov. 24: Crowley's Conclusions II

Crowley, chaps 11-14

12. Dec. 1: Overview

13. Dec. 8: Optional Backup Class at Instructor Discretion

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 16, 2009 for December examinations** and **March 12, 2010 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.

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.