

PSCI 4008A
NATIONAL SECURITY AND INTELLIGENCE IN THE MODERN STATE
Tuesday 14:35 - 17:25
Please confirm location on Carleton Central

Instructor: Dr. Kurt F. Jensen
Office: Loeb Bldg B645
Office Hours: Tuesday 13:30. - 14:30 a.m. and by appointment
Telephone: 523-1898
Email: kurt.jensen@sympatico.ca
Phone: (613) 520-2600 Ext. 1657 (no voicemail)

Purpose of Course:

This course is primarily a research seminar, designed to allow students to examine in detail a particular aspect of national security and intelligence in the modern state. As there is no specific second year course in this area, the course is also designed to provide an overview of the field and acquaint students with the different ways in which modern states deal with the issue of national security. The course has been loosely organized along four themes: Introduction and overview of comparative current and historical structures; Threats and how the state protects itself from those threats; issues related to the protection of individual rights and oversight; and, finally an examination of current issues in intelligence and national security.

Requirements:

The major requirement for the course is an in-depth and critical essay examining one specific issue or concept related to the topics addressed in the reading list below. A proposal, outlining the paper, is due **October 21**. The paper should be 20 pages in length and is due no later than **November 25**. Early submissions are welcome. Late submissions will lose a letter grade for each 48hrs late. Papers will not be accepted after **November 25**. Topics are to be selected by the student and approved by the instructor prior to the reading week. Papers will not be accepted by fax or e-mail.

Each student will make one oral presentation of 15 minutes over the course of the term and lead a discussion on the topic of the presentation. The format for this can vary and must be discussed with the instructor at least on week prior to presentation. Overlap between a student's essay topic and their oral presentation is encouraged.

The breakdown of marks is as follows:

- Class participation: 10%
- Oral presentation: 25%
- Essay proposal: 15% **due October 21**
- Research essay: 50% **due November 25**

As per early feedback guidelines, the Essay Proposal will be returned by October 31st 2008.

Readings:

Weekly readings are intended to provide the student with a base knowledge of the background, structures and issues relevant to the field. Required readings are identified below and supplementary readings are listed to provide an initial reading list for essay topics in that area, or for the use of students presenting that week. The list provided is non-exhaustive and students should consult as widely as possible in the preparation for presentations and essays, including speaking with instructor, as appropriate. All of the required readings that are not either available on the internet (links are provided), or are not in the required texts for the course may be substituted by comparable material -- speak with instructor.

There are three required texts for the course (two are available at the bookstore). They were chosen primarily for two reasons: they are all up-to-date; and they present the student with a base of knowledge in the field. You will find them easy reads and useful references. They are supplemented by more advanced, critical or detailed readings listed below. All other readings listed below are either available on the internet, or they are on reserve both in the library and in the Political Science Department Resource Centre. The three required texts are:

- Jonathan R. W hite. *Terrorism and Homeland Security*. 6th Edition. Thomson Wadsworth, 2009. Option if 6th Edit. not available: 5th Edition. Thomson Wadsworth, 2006.]
- Mark M. Lowenthal. *Intelligence: From Secrets to Policy*. 3rd Edition. Washington: CQ Press, 2006.
- Peter Chalk and William Rosenau. *Confronting "the enemy within:" Security Intelligence, thePolice and Counterterrorism in Four Democracies*. RAND [Not ordered for bookstore] [available on-line: www.rand.org/pubs/monographs/2004/RAND_MG100.pdf]

Although not a required text, students are encouraged to read the following which is very readable, relevant to the course, and provides great insight into the national security struggle in the West:

- 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. Also available at www.9-11commission.gov.

There are also many very good texts that are either somewhat dated (11 Sep 2001 had an effect on this field), out-of-print, or from which only selections have been chosen for this course. The following is a short list of recommended background texts that students may wish to consult in addition to the readings below: Additional titles can be obtained from the instructor, depending on topics chosen for the research essay.

- Russell Howard and Reid Sawyer, eds. *Terrorism and Counterterrorism: Understanding the New Security Environment*. Guilford, Ct: McGraw-Hill/Dushkin, 2003.
- Paul Todd and Jonathon Bloch, *Global Intelligence: The World's Secret Services Today*. London. Zed Books, 2003.
- Cindy C. Coombs, *Terrorism in the Twenty-First Century*. 3 Edition. rd
- Peter Gill, *Policing Politics: Security Intelligence and the Liberal Democratic State*. London: Frank Cass, 1994.
- Kent Roach. *September 11: Consequences for Canada*. Montreal: McGill-Queen's, 2003.
- Laurence Lustgarten and Ian Leigh. *In from the Cold: National Security and Parliamentary Democracy*. Oxford: Clarendon, 1994.
- Michael Herman. *Intelligence Power in Peace and War*. Cambridge: Cambridge University Press, 1996.
- Matthew M. Aid and Cees Wiebes, eds. *Secrets of Signals Intelligence during the Cold War and Beyond*. London: Frank Cass, 2001.

SCHEDULE OF SEMINAR WORK AND READINGS

September 9 Introduction to the course and allocation of assignments

Readings – None.

Supplementary Readings – None.

September 16 Concepts, terms and issues.

Readings –

- Laurence Lustgarten and Ian Leigh. *In from the Cold: National Security and Parliamentary Democracy*. Oxford: Clarendon, 1994, p. 3 – 35.

Supplementary Readings –

- United States, Congressional Committee Report, *Preparing for the 21st Century: An Appraisal of U.S. Intelligence*. (the Aspin-Brown Report), March 1 1996. <http://www.access.gpo.gov/int/pdf/report.html> Chapters 1 and 2.
- James Der Derian, “Anti-Diplomacy, Intelligence Theory and Surveillance Practice,” in Wesley Wark, Ed. *Espionage : Past, Present, Future?* London : Frank Cass, 1994. p. 29 – 51. or *Antidiplomacy : Spies, Terror, Speed and War*. Oxford : Blackwell, 1992.
- Allen Dulles, *The Craft of Intelligence*. (Reprint of 1963 Edition) Boulder: Westview, 1985, p. 9-28, 237-264.
- Angelo Codevilla, *Informing Statecraft : Intelligence for a New Century*. New York : Free Press, 1992. p. 3 – 47.
- Michael Warner, “Wanted: A Definition of Intelligence,” in *Studies in Intelligence*, Vol 46, no 3 online edition at <http://www.cia.gov/csi/studies/vol46no3/article02.html>
- Michael G. Fry and Miles Hochstein, “Epistemic Communities : Intelligence Studies and International Relations, “ in Wesley Wark, Ed. *Espionage : Past, Present, Future?* London : Frank Cass, 1994. p. 14 – 28.

September 23 Canadian Intelligence Community (Guest Speaker – CSIS TBC)

Readings –

- *Commission of Inquiry into the Actions of Canadian Officials in Relation to Maher Arar*. <http://www.ararcommission.ca>
- In left-hand column, under Policy Review, select Commissioner’s Report: Read pp. 127-216.
- Peter Chalk and William Rosenau, *Confronting the “Enemy Within”* . Chap. 4
- John Sawatsky, *Men in the Shadows: The Shocking Truth about the RCMP Security Service*, Toronto: Totem Books, 1983. p. 72 – 90.
- John Starnes, *Closely Guarded: A Life in Canadian Security and Intelligence*. Toronto: University of Toronto Press, 2001. p. 131 – 163
- Cleroux Richard, *Official Secrets: The Story Behind the Canadian Security Intelligence Service*. Montreal: McGraw-Hill, 1990. Chap 2 and 3 (excerpts).
- Canada. Privy Council Office. *Securing an Open Society: Canada’s National Security Policy*. April 2004.
- www.pco-bcp.gc.ca/docs/publications/NatSecurnat/natsecurnat_e.pdf.
- CASIS: www.casis.ca
- CSIS: www.csis-scrs.gc.ca

- CSE: www.cse.dnd.gc.ca

Supplementary Readings –

- Government of Canada, Privy Council Office, *The Canadian Security and Intelligence Community: Helping Keep Canadians Safe and Secure* (Ottawa, 2001). http://www.pcobcp.gc.ca/docs/Publications/si/si_e.pdf
- Barry Cooper and David Bercuson, “We should send our own agents abroad,” in *The National Post*, 30 July, 2003, p. A15.
- Jeffrey T. Richelson and Desmond Ball, *The Ties that Bind: Intelligence Cooperation between the UKUSA Countries*. Boston: Allen and Unwin, 1985.
- Philip Rosen, *The Communications Security Establishment – Canada’s Most Secret Intelligence Agency*. Ottawa: Library of Parliament, 1993. Available at: <http://www.parl.gc.ca/information/library/PRBpubs/bp343-e.htm>
- Finn, T. Darcy, “Does Canada Need a Foreign Intelligence Service?” *Canadian Foreign Policy*, 1-3, Fall, 1993: pp. 149-162.
- Hensler, Alistair, “Creating a Canadian Foreign Intelligence Service”, *Canadian Foreign Policy*, 3-3, Winter, 1995, pp.15-35.
- Canada. Senate. *The Report of the Special Senate Committee on Security and Intelligence*. January 1999. Available at: www.parl.gc.ca/36/1/parlbus/commbus/senate/com-e/secu-e/rep-e/repsecintjan99-e.htm.
- Jensen, Kurt F., “Canada’s Foreign Intelligence Interview Program, 1953-90.” *Intelligence and National Security*, 19-1, Spring 2004: pp. 95-104.
- Mike Frost. *Spyworld*. Toronto. Doubleday. 1994.
- Scan Canadian Websites. (especially CSIS for Backgrounder on Mandate)

Student Discussants:

#1 _____ #2 _____ #3 _____

September 30 The United States Intelligence Community

Readings –

- Lowenthal, pages 11-52, 174-218, 232-253, 274-288.
- United States, Congressional Committee Report, *Preparing for the 21st Century: An Appraisal of U.S. Intelligence*. (the Aspin-Brown Report), March 1 1996. <http://www.access.gpo.gov/int/pdf/report.html> Appendix A and B.
- Kathryn S. Olmstead, *Challenging the Secret Government: The Post-Watergate Investigations of the CIA and FBI*. Chapel Hill, NC: University of NC Press, 1996, p. 81 – 110.

Supplementary Readings –

- 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.
- Rhodri Jeffreys-Jones, *The CIA and American Democracy*. 3rd Edition. New Haven: Yale University Press, 2003.
- Jeffrey T. Richelson, *The U.S. Intelligence Community*, Fourth Edition, Boulder: Westview, 1999, p. 1 – 54.
- United States, White House. *The National Security Strategy*, Washington: GPO, September 2002. <http://www.whitehouse.gov/nsc/nss.html> (Skim)
- Scan U.S. Websites.

Student Discussants:

#1 _____ #2 _____ #3 _____

**October 7 British, Australian, Russian, Israeli, German Intelligence Communities
(Philby video)**

Readings –

- Lowenthal. Chap. 15.
- Peter Chalk and William Rosenau, *Confronting the “Enemy Within”*. Chap. 2 and 5
- Lowenthal, pages 234 – 246.
- Knight, *Spies Without Cloaks: The KGB’s Successors*. Princeton: Princeton University Press, 1996, 3 – 11, 34-37, 244-253.
- United Kingdom, The Stationery Office, *National Intelligence Machinery*. 2nd edition, September 2001. Available at: <http://www.archive.officialdocuments.co.uk/document/caboff/nim/0114301808.pdf>

Supplementary Readings –

- Website: <http://www.mi5.gov.uk/> - link to UK Security Service (Domestic UK service reporting to the Home Secretary)
- Amy Knight, “The Enduring Legacy of the KGB in Russian Politics.” in *Problems of Post-Communism*. Vol 47, No 4 (July/August 2000), p. 3-15.
- Aluf Hareven, “Intelligence in a Time of Peace-making,” in Hesi Carmel, ed. *Intelligence for Peace: The Role of Intelligence in Times of Peace*. London: Frank Cass, 1999, p. 95-117.
- Peter Gill, *Policing Politics: Security Intelligence and the Liberal Democratic State*. London: Frank Cass, 1994. Chap 3 p. 91 – 128.
- J. Michael Waller, *Secret Empire: The KGB in Russia Today*. Boulder: Westview Press, 1994.
- Philip Flood. Report of the Inquiry into Australian Intelligence Agencies. www.pmc.gov.au/publications/

Student Discussants:

#1 _____ #2 _____ #3 _____

**October 14 Spies and counter-spies: intelligence and espionage before and after the
cold war
(Guest Speaker – Shawn Caza TBC)**

Readings –

- Timothy J. Naftali, “Intrepid’s Last Deception: Documenting the Career of Sir William Stephenson,” in Wesley K. Wark, ed. *Espionage: Past, Present, Future?* London: Frank Cass, 1994.
- Skim any one biography or supplementary reading.

Supplementary Readings –

- Antonio and Joanna Mendez, *Spy Dust: Two Masters of Disguise Reveal the Tools and Operations that Helped Win the Cold War*. New York: Atria Books, 2002.
- Peter Wright, *Spy Catcher: The Candid Autobiography of a Senior Intelligence Officer*. Toronto: Stoddart, 1987.
- Robin W. Winks. *Cloak and Gown: Scholars in the Secret War, 1939 – 1961*. 2nd Edition. New Haven: Yale, 1996.
- 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.

- Igor Gouzenko, *This Was My Choice: Gouzenko's Story*, 1948.
- Oleg Kalugin, *The First Directorate: My 32 Years in Intelligence and Espionage Against the West*, 1994.
- Oleg Gordievsky, *Next Stop Execution*. London: Macmillan, 1995.

Student Discussants:

#1 _____ #2 _____ #3 _____

**October 21 The Threat Environment – War, terrorists, cyber threats, and WMD
(Guest Speaker – Paul Butler/Risk TBC)**

Readings –

- White, Chapters 1,9, 11, as a minimum [5th Edit: 1, 6, 7].
- CSIS Perspectives Report # 2000/04 International Terrorism: The Threat to Canada.
- May, 2000. http://www.csis-scrs.gc.ca/eng/miscdocs/200004_e.html

Supplementary Readings –

- US State Department Patterns of Global Terrorism 2003 link - <http://www.state.gov/s/ct/rls/pgtrpt/2003/>
- Richard A. Falkenrath, et al. *America's Achilles Heel: Nuclear, Biological and Chemical Terrorism and Covert Attack*. Cambridge: MIT Press, 1999, p. 1 –96.
- G. Davidson (Tim) Smith, "Single Issue Terrorism," in Howard and Sawyer, p. 263-271.
- Howard and Sawyer, p. 156 – 262 (select chapters on WMD, biological security, chemical weapons, narco-terrorism or cyberterrorism).
- Walter Laquer, "Post Modern Terrorism," in *Foreign Affairs*, Vol 75, No 5 (September-October 1996).

Student Discussants:

#1 _____ #2 _____ #3 _____

**October 28 Countering Terrorists
(Guest Speaker – Dr. James Gould, TBC)**

Readings –

- White, Chapters 15, 16, 17, as a minimum [5th Edit: 15, 16,17,18].
- Kent Roach. *September 11: Consequences for Canada*. Montreal: McGill-Queen's, 2003, Chap 7, 168-203.

Supplementary Readings –

- Paul Wilkinson, *Terrorism and the Liberal State*. London: Macmillan, 1977.
- Benjamin Netanyahu, *Fighting Terrorism: How democracies can Defeat Domestic and International Terrorists*. New York: Noonday, 1997. (See Chapter five for views on Gaza).
- Link to US State Department Patterns of Global Terrorism (2003) <http://www.state.gov/s/ct/rls/pgtrpt/2003/>
- Russell Howard and Reid Sawyer, eds. *Terrorism and Counterterrorism: Understanding the New Security Environment*. Guilford, Ct: McGraw-Hill/Dushkin, 2003. (See especially de Wijk on limits of military power)

Covert Action –

- Roger Hilsman, "Does the CIA still have a Role?" in *Foreign Affairs*, Sep/Oct 1995, p. 104 – 116.
- Gregory Treverton, "Covert Action and Open Society," in *Foreign Affairs*, Vol 65, No 5,

Summer 1987, p. 995-1014.

- Charles R. Beitz, "Covert Intervention as a Moral Problem," in Joel H. Rosenthal, *Ethics and International Affairs: A Reader*. Washington: Georgetown University Press, 1995 (Pages 171-185)
- Thomas H. Hendriksen, "Covert Operations, Now More than Ever," *Orbis*, Winter 2000, p. 145 – 156.
- Daniel Pickard, "Legalizing Assassination? Terrorism, the Central Intelligence Agency and International Law," in Howard and Sawyer, p. 518 – 542.

Student Discussants:

#1 _____ #2 _____ #3 _____

**November 4 Dissent and the State - Surveillance Reconciling National Security with Democracy:
How do states protect security effectively without trampling on individual rights?**

Readings –

- Reg Whitaker, *The End of Privacy: How Total Surveillance Is Becoming a Reality*. New York: New Press, 1999, p. 1 – 31.
- C.E.S. Franks, Ed. *Dissent and the State*. Don Mills: Oxford University Press, 1989. p. 1-39.
- Gary Kinsman, Dieter K. Buse and Mercedes Steedman, eds. *Whose National Security: Canadian State Surveillance and the Creation of Enemies*. Toronto: Between the Lines, 2000, p. 278 – 285.

Supplementary Readings –

- Thomas R. Berger, *Fragile Freedoms: Human Rights and Dissent in Canada*. Toronto: Clarke Irwin, 1981.
- Stephen J. Schulhofer, *The Enemy Within: Intelligence Gathering, Law Enforcement and Civil Liberties in the Wake of September 11*. New York: Century Foundation, 2002.
- Larry Hannant, *The Origins of State Security Screening in Canada*. PhD Thesis. Vancouver: UBC, 1993. Or his book based on the thesis, *The Infernal Machine: Investigating the Loyalty of Canada's Citizens* (1995).
- Steve Hewitt, *Spying 101: The RCMP's Secret Activities at Canadian Universities, 1917-1997*. Toronto: University of Toronto Press, 2002.
- Gary Kinsman, Dieter K. Buse and Mercedes Steedman, eds. *Whose National Security: Canadian State Surveillance and the Creation of Enemies*. Toronto: Between the Lines, 2000 (chapters on RCMP, universities, research problems, etc).
- *Securing an Open Society: Canada's National Security Policy*. www.pco-bcp.gc.ca

Student Discussants:

#1 _____ #2 _____ #3 _____

**November 11 Oversight, Review and Access-to-Information
(Guest Speaker – SIRC TBC)**

Readings –

- Lowenthal, Chap. 10 and 13
Theoharis, Athan G. ed. *A Culture of Secrecy: The Government Versus the People's Right to Know*. Lawrence: University of Kansas Press, 1998, p. 1 – 15 (Introduction) and 37 – 59 (the CIA and Secrecy).
- 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.
- Security Intelligence Review Committee. Annual Report 2005

Supplementary Readings –

- 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. p. 126 – 149.
- Peter Gill, *Policing Politics: Security Intelligence and the Liberal Democratic State*. London: Frank Cass, 1994. Chapter 7, p. 248 – 269.
- Ann Florini, “Behind Closed Doors: Governmental Transparency Gives Way to Secrecy.” *Harvard International Review*, Spring 2004, p. 18 – 21.

Student Discussants:

#1 _____ #2 _____ #3 _____

**November 18 Getting it Wrong? Current Issues in National Security and Intelligence
(Guest Speaker – IAS TBC)**

Readings (Read the Whitaker paper and at least the first item from each topic) –

- Reg Whitaker, “The Bush Doctrine, the Western Alliance, and the Use and Abuse of Intelligence,” paper presented at the 2003 CASIS Conference, Vancouver, 16 Oct 03.

9/11 and Intelligence Reform

- 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. Also available at www.9-11commission.gov. (Skim as much as possible – read 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 – pages 1 – 127.
<http://www.gpoaccess.gov/serialset/creports/911.html>

Going to War in Iraq – Use and Abuse of Intelligence?

- Maria Ryan, “Inventing the Axis of Evil: The Myth and Reality of U.S. Intelligence and Policy-Making After 9/11,” in *Intelligence and National Security*, Vol 17, No 4 (W inter 2002), pp. 55-76.
- Anthony H. Cordesman and Arleigh A. Burke, *Intelligence Failures in the Iraq War*, Washington: Center for Strategic and International Studies, 16 July 2003.
http://www.csis.org/features/iraq_intelfailure.pdf
- United States. *Congressional Reports: Report on the U.S. Intelligence Community’s Prewar Intelligence Assessments on Iraq* (7 July, 2004)
<http://www.gpoaccess.gov/serialset/creports/iraq.html>.
- Website - UK inquiry into the death of Dr. David Kelly, the intelligence analyst linked to possible exaggeration of Iraqi WMD programs. (skim) <http://www.the-hutton-inquiry.org.uk/>
- Philip Flood, *Report of the Inquiry into Australian Intelligence Agencies*. 31 July 2004.
www.pmc.gov.au/publications/intelligence_inquiry/.
- Charles Duelfer, *Comprehensive Report of the Special Advisor to the DCI on Iraq’s WMD. 30 September 2004*. (Report of the Iraq Survey Group by Special Advisor to the Director Central Intelligence). <http://news.findlaw.com/nytimes/docs/iraq/cia93004wmdrpt.html>.

Student Discussants:

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November 25 National Security and Intelligence in the 21st century. What can we expect?
(Guest Speaker – DL TBC)

Readings –

- Lowenthal. Chap 12.
- Stuart Farson, "Is Canadian Intelligence Being Reinvented?" in *Canadian Foreign Policy*, Vol 6, No 2 (Winter 1999), 49-83.
- Michael Herman, "Intelligence After 9/11: A British View of the Effects," *CSIS Commentary*, Issue No 83, Summer 2003 Paper on British view of Int since 9/11 – Hermann Paper (Summer 2003). http://www.csis-scrs.gc.ca/eng/comment/com83_e.html
- Gregory Treverton, Reshaping Intelligence to Share with "Ourselves", in *CSIS Commentary*, Issue 82, 2003. http://www.csis-scrs.gc.ca/eng/comment/com82_e.html

Supplementary Readings –

- Ian Bryan and Michael Salter, "War Crimes Prosecutors and Intelligence Agencies: The Case for Assessing their Collaboration," in *Intelligence and National Security*, Vol 16, No 3, (Autumn 2001), pp. 93-120.
- 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. p. 14 – 37.

Student Discussants:

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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 letter of 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 7, 2008 for December examinations**, and **March 6, 2009 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 Undergraduate Calendar defines plagiarism as: "to use and pass off as one's own idea or product, work of another without expressly giving credit to another." The Graduate Calendar states that plagiarism has occurred when a student either: (a) directly copies another's work without acknowledgment; or (b) closely paraphrases the equivalent of a short paragraph or more without acknowledgment; or (c) borrows, without acknowledgment, any ideas in a clear and recognizable form in such a way as to present them as the student's own thought, where such ideas, if they were the student's own would contribute to the merit of his or her own work. Instructors who suspect plagiarism are required to submit the paper and supporting documentation to the Departmental Chair who will refer the case to the Dean. It is not permitted to hand in the same assignment to two or more courses. The Department's Style Guide is available at: <http://www.carleton.ca/polisci/undergrad/Essay%20Style%20Guide.html>

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: Students must fulfill all course requirements in order to achieve a passing grade. Failure to hand in any assignment will result in a grade of F. 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: The Department of Political Science strongly encourages students to sign up for a campus email account. Important course and University information will be distributed via the Connect email system. See <http://connect.carleton.ca> for instructions on how to set up your account.