

CARLETON UNIVERSITY
DEPARTMENT OF SOCIOLOGY AND ANTHROPOLOGY
SOCI 6102

Doctoral Seminar Year 1: Comprehensive Exam

Winter 2025

Method of Delivery: In-Person

Time: Wednesday 11:35am – 2:25pm (Bi-Weekly)

Instructor: Dr. Carlos Novas

E-mail: carlos.novas@carleton.ca

Office hours: Wednesday 10:00 – 11:25am or by appointment

Please send me an email and we can arrange to meet in-person or over Zoom. I'm in my office (Loeb C779) on campus daily – please feel free to drop by outside of my office hours.

In this course, you are expected to learn from your texts, your teacher and from one another. This requires striving towards understanding each other but it does not imply striving towards finding agreement. Our class will be racially, religiously, politically, culturally, generationally, and economically diverse. We will be of different gender identifications and sexual orientations and our lived experiences and reactions to the course material will reflect this diversity. Sharing our perspectives and interpretations on the course material will enhance everyone's learning experience and you are encouraged to openly express any disagreements with the authors you will read, with your fellow classmates, or with the Professor in the different participation fora that are available for this course. However, you are expected to conduct yourself in such a way that shows the utmost respect to others who may – or may not – share your views. Derogatory comments and hateful behavior towards others (and their views) will not be tolerated.

Carleton University acknowledges the location of its campus on the traditional, unceded territories of the Algonquin nation. In doing so, Carleton acknowledges it has a responsibility to the Algonquin people and a responsibility to adhere to Algonquin cultural protocols.

Course Description:

The aim of this course is to help students hone their sociological skills to assist them in writing their comprehensive exam. It also aims to guide students in forming a supervisory committee, deciding on a comprehensive exam field, and preparing a reading list.

Required Texts:

There is no required textbook for this course. All readings will be provided for this course through links to essential course texts on Brightspace. Textbook Costs: \$0

Methods of Evaluation:

Colloquia Summaries (2 X 5) 10%

Attend 2 colloquia talks, research talk or academic job talk presentations at Carleton University or in your field of research over the course of the term. Whilst attending these presentations, think of the following questions: What makes a good talk? How does the presenter retain or fails to retain the audience's attention? What are some mistakes to avoid? How does the presenter structure their talk; Did the presenter make effective use of PowerPoint slides or other media? How did the presenter manage the Q&A section?

Upload a paragraph-long "review" of the event to Brightspace before the end of term (April 8, 2025).

Participation: 20%

To ensure the success of the seminar, students should attend every class and actively contribute to seminar discussions. Students should come prepared to each seminar by reading all the required texts prior to attending class.

Reading Rites: 5%

Deadline: January 15, 2025

Based on the required reading for Week 1, describe your reading practices in relation to the required texts. Tell us about your reading practices and your favourite places to read. Do your write notes in the margins of your texts or use an array of digital tools. Post your Reading Rites to a Brightspace Discussion Forum (500 words max)

Friends and Foes: 10%

Deadline: February 12, 2025

This assignment is oriented around describing who you are writing with in your doctoral project and who you are writing against. This assignment is oriented around helping you think of the authors or bodies of literature that inform your project. This assignment is intended to help you with the comprehensive exam draft due at the end of term. (Length:1000-1500 words)

Comprehensive Exam Proposal Draft: 20%

Deadline: March 12, 2025

This assignment is oriented around drafting a comprehensive exam proposal that can subsequently used to inform your supervisor and committee of what you intend to study for your comprehensive exam. This document should not be more than 2-3 pages. A key element of this assignment is developing a reading list for your comprehensive exam. You should list 10-25 sources. You can consult with your supervisor or committee members to help you develop this reading list.

Comprehensive Exam Draft: 35%

Deadline: April 8, 2025

This assignment is intended to help you develop a first draft of your comprehensive exam. It can be messy! The key point is to start thinking about the literature in relation to your comprehensive exam and writing about it. The more you think and write about the literature in your chosen field of study, the easier it will become to write your comprehensive exam. This document should be between 8-12 pages.

Assignment and Deadlines

All deadlines are firm and are included in the course schedule above. Written work is to be submitted on Brightspace.

Late submissions will be penalized 3% every day. No submissions will be accepted or graded after the last day of term, April 8, 2025.

Citation Style

The Chicago author-date citation style (17th edition) is to be used in the assignments and papers of this course. For more information, please see:

https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-2.html

Course Requirements & Methods of Evaluation:

In accordance with the Carleton University Undergraduate Calendar Regulations, the letter grades assigned in this course will have the following percentage equivalents:

A+ = 90-100	B+ = 77-79	C+ = 67-69	D+ = 57-59
A = 85-89	B = 73-76	C = 63-66	D = 53-56
A - = 80-84	B - = 70-72	C - = 60-62	D - = 50-52
F = Below 50	WDN = Withdrawn from the course		DEF = Deferred

Course Schedule

Week 1: January 8, 2025

Reading Rites:

Required Texts:

Game, Ann., and Andrew W. Metcalfe. 1996. "Reading." In *Passionate Sociology*. London, Sage

Wohl, Hannah, and Gary Alan Fine. 2017. "Reading Rites: Teaching Textwork in Graduate Education." *The American Sociologist* 48 (2): 215–32. <https://doi.org/10.1007/s12108-016-9322-0>.

Guest Visitor: Tonya Davidson

Reading TBD

Week 2: January 22, 2025

Writing:

Required Texts:

Game, Ann., and Andrew W. Metcalfe. 1996. "Writing." In *Passionate Sociology*. London: Sage.

Kamler, Barbara, and Pat Thomson. 2006. "Putting doctoral writing centre stage." In *Helping doctoral students write: pedagogies for supervision*, London, Routledge.

Guest Visitor: Alexis Shotwell

Shotwell, Alexis. 2016. "Complexity and Complicity: An Introduction to Constitutive Impurity." In *Against Purity*, 1–19. Minneapolis: University of Minnesota Press.

Week 3: February 5, 2022

The Literature

Kamler, Barbara, and Pat Thomson. 2006. "Persuading an octopus into a jar." In *Helping doctoral students write: pedagogies for supervision*, London, Routledge.

Latour, Bruno. 1987. "Literature." In *Science in Action: How to follow scientists and engineers through society*, 21–62. Cambridge, Massachusetts: Harvard University Press. (This is a long chapter – use your skimming skills)

Billsberry, Jon. 2013. "A Longitudinal Empirical Study Into the Buildup of Fluff in My Belly Button." *Journal of Management Education* 37 (5): 595–600. <https://doi.org/10.1177/1052562913502639>.

Guest Visitor: Azar Masoumi

Masoumi, Azar. 2023. "States of Paradox, the Paradox of States." In *Refugees Are (Not) Welcome Here*, 3–27. UBC Press. <https://books.scholarsportal.info/uri/ebooks/ebooks8/upress8/2023-11-07/1/9780774868730>.

Week 4: March 5, 2025

More on the literature, and B) Working with your supervisor/doctoral committee

Kamler, Barbara, and Pat Thomson. 2006. "Getting on top of the research literature." In *Helping doctoral students write: pedagogies for supervision*, London, Routledge.

Rojas, Fabio. 2011. *Grad Skool Rulz: What You Need to Know about Academia from Admissions to Tenure*. Chapter 12, 13, 15, 16, 17, 18, 19, 20. These are all short chapters!

Guest visitor:

TBD

Week 5: March 19, 2025

Research ethics

Required Texts

Complete Tri-Council Research Ethics Course: <https://tcps2core.ca/welcome>

Babbie, Earl R. 2008. *The Basics of Social Research*. 4th ed. Belmont, CA: Thomson/Wadsworth. Chapter 3

Guest Visitor

TBD

Week 6: April 2, 2025

Disseminating your research/Community Engagement

Required Texts

Kara, Helen. 2020. "Chapter 14: From Research into Practice." In __Creative Research Methods: A Practical Guide__, 215–34. Bristol, UK: Bristol University Press.
<https://doi.org/10.51952/9781447356769.ch014>.

Vannini, Phillip. 2013. "Popularizing Ethnography: Reflections on Writing for Popular Audiences in Magazines and Blogs." __Qualitative Research__ 13 (4): 442–51.
<https://doi.org/10.1177/1468794113481795>.

Guest Visitor

Bailey Reid

Week 7: April 9 or April 16

Class Social Event

Academic Regulations, Accommodations, Plagiarism, Etc.

University rules regarding registration, withdrawal, appealing marks, and most anything else you might need to know can be found on the university's website, here:

<https://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/>

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

Academic Accommodations:

Carleton is committed to providing academic accessibility for all individuals. You may need special arrangements to meet your academic obligations during the term. The accommodation request processes, including information about the Academic Consideration Policy for Students in Medical and Other Extenuating Circumstances, are outlined on the Academic Accommodations website (students.carleton.ca/course-outline).

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, contact your PMC coordinator to send your *Letter of Accommodation* at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (*if applicable*).

*The deadline for contacting the Paul Menton Centre regarding accommodation for February/March examinations is February 1, 2025 and March 15, 2025 for April examinations.

For Religious Obligations:

Please 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, visit the Equity Services website: www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

For Pregnancy:

Please 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, visit the Equity Services website: www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

For 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 where 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: www.carleton.ca/sexual-violence-support

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 must be provided to students who compete or perform at the national or international level. Please 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. <https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>

Plagiarism:

Plagiarism is the passing off of someone else's work as your own and is a serious academic offence. For the details of what constitutes plagiarism, the potential penalties and the procedures refer to the section on Instructional Offences in the Undergraduate Calendar. Students are expected to familiarize themselves with and follow the Carleton University Student Academic Integrity Policy (See <https://carleton.ca/registrar/academic-integrity/>). The Policy is strictly enforced and is binding on all students. Academic dishonesty in any form will not be tolerated. Students who infringe the Policy may be subject to one of several penalties.

What are the Penalties for Plagiarism?

A student found to have plagiarized an assignment may be subject to one of several penalties including but not limited to: a grade of zero, a failure or a reduced grade for the piece of academic work; reduction of final grade in the course; completion of a remediation process; resubmission of academic work; withdrawal from course(s); suspension from a program of study; a letter of reprimand.

What are the Procedures?

All allegations of plagiarism are reported to the faculty of Dean of FASS and Management. Documentation is prepared by instructors and departmental chairs. The Dean writes to the student and the University Ombudsperson about the alleged plagiarism. The Dean reviews the allegation. If it is not resolved at this level then it is referred to a tribunal appointed by the Senate.

Assistance for Students:

Mental Health: As a 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. For more information, please consult <https://wellness.carleton.ca/>

Academic and Career Development Services: <https://carleton.ca/career/>

Writing Services: <http://www.carleton.ca/csas/writing-services/>

Peer Assisted Study Sessions (PASS): <https://carleton.ca/csas/group-support/pass/>

Important Information:

- 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).
- Students must always retain a hard copy of all work that is submitted.
- 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.
- Carleton University is committed to protecting the privacy of those who study or work here (currently and formerly). To that end, Carleton's Privacy Office seeks to encourage the implementation of the privacy provisions of Ontario's *Freedom of Information and Protection of Privacy Act* (FIPPA) within the university.
- In accordance with FIPPA, please ensure all communication with staff/faculty is via your Carleton email account. To get your Carleton Email you will need to activate your

[MyCarletonOne account](#) through Carleton Central. Once you have activated your MyCarletonOne account, log into the [MyCarleton Portal](#).

- Please note that you will be able to link your MyCarletonOne account to other non-MyCarletonOne accounts and receive emails from us. However, for us to respond to your emails, we need to see your full name, CU ID, and the email must be written from your valid MyCarletonOne address. Therefore, it would be easier to respond to your inquiries if you would send all email from your connect account. If you do not have or have yet to activate this account, you may wish to do so by visiting <https://students.carleton.ca/>.

WINTER TERM 2025 – Important Dates and Deadlines

Date	Activity
December 30, 2024	Deadline for course outlines to be made available to students registered in full winter and early winter term courses.
January 3, 2025	University reopens.
January 6, 2025	Winter term begins. Full winter and early winter classes begin.
January 10, 2025	Last day for registration and course changes (including auditing) in early winter courses.
January 17, 2025	Last day for registration and course changes (including auditing) in full winter and late winter courses.
	Last day to withdraw from early winter courses with a full fee adjustment.
	Graduate students who have not electronically submitted their final thesis copy to the Faculty of Graduate and Postdoctoral Affairs will not be eligible to graduate in winter 2025 and must register for the winter 2025 term.
January 24-26, January 31-February 2, 2025	Full fall and late fall term deferred final examinations will be held.
January 31, 2025	Last day to withdraw from full winter courses and the winter portion of fall/winter courses with a full fee adjustment.
February 1, 2025	Last day for academic withdrawal from early winter courses.
	Last day to request Formal Examination Accommodations for Feb/Mar final examinations from the Paul Menton Centre for Students with

	Disabilities. Note that it may not be possible to fulfil accommodation requests received after the specified deadlines.
February 7, 2025	Last day for summative tests or examinations, or formative tests or examinations totaling more than 15% of the final grade, in early winter term undergraduate courses, before the official Feb/Mar final examination period (see examination regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar).
February 14, 2025	Last day of early winter classes.
	Last day for final take-home examinations to be assigned in early winter courses, with the exception of those conforming to the examination regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar.
	Last day that can be specified by an instructor as a due date for term work for early winter courses.
	April examination schedule available online.
February 17, 2025	Statutory holiday. University closed.
	Deadline for course outlines to be made available to students registered in late winter courses.
February 17-21, 2025	Winter break, no classes.
February 22-23, March 1-2, 2025	Final examinations in early winter undergraduate courses will be held.
February 24, 2025	Late winter classes begin.
March 1, 2025	Last day for receipt of applications to Bachelor of Architecture, Bachelor of Industrial Design, Bachelor of Information Technology (Interactive Multimedia and Design), Bachelor of Music and Bachelor of Social Work degree programs for the fall/winter session.
	Last day for receipt of applications for admission to an undergraduate program for the summer term.
	Last day for receipt of applications for admission from candidates who wish to be guaranteed consideration for financial assistance (including Carleton fellowships, scholarships and teaching assistantships)

	administered by Carleton University. Candidates whose applications are received after the March 1 deadline may be considered for the award of a fellowship, scholarship or teaching assistantship (Graduate students only).
March 7, 2025	Last day to withdraw from late winter term courses with a full fee adjustment.
March 14-16, 2025	Early winter undergraduate deferred final examinations will be held.
March 15, 2025	Last day for academic withdrawal from full winter, late winter, and fall/winter courses.
	Last day to request Formal Examination Accommodations for April full winter, late winter, and fall/winter final examinations from the Paul Menton Centre for Students with Disabilities. Note that it may not be possible to fulfil accommodation requests received after the specified deadlines.
March 25, 2025	Last day for summative tests or examinations, or formative tests or examinations totaling more than 15% of the final grade, in full winter term or fall/winter undergraduate courses, before the official April final examination period (see examination regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar).
April 1, 2025	Last day for graduate students to submit their supervisor-approved thesis, in examinable form to the department.
	Last day for receipt of applications for admission to an undergraduate degree program for the fall/winter session from applicants whose documents originate from outside Canada or the United States, except for applications due March 1.
	Last day for receipt of applications from potential spring (June) graduates.
	Last day for summative tests or examinations, or formative tests or examinations totaling more than 15% of the final grade, in late winter term undergraduate courses, before the official final examination period (see examination regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar).
April 8, 2025	Winter term ends.

	Last day of full winter, late winter, and fall/winter classes.
	Last day for final take-home examinations to be assigned, with the exception of those conforming to the examination regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar.
	Last day that can be specified by an instructor as a due date for term work for full winter and late winter courses.
April 9-10, 2025	No classes or examinations take place.
April 11-26, 2025	Final examinations in full winter, late winter, and fall/winter courses will be held. Examinations are normally held all seven days of the week.