



DEPARTMENT OF POLITICAL SCIENCE
FACULTY OF ARTS

POLITICAL SCIENCE 621 L01
CANADIAN POLITICAL INSTITUTIONS
FALL 2021

INSTRUCTOR	Dr. Anthony Sayers
TELEPHONE	403.220.2703
EMAIL	asayers@ucalgary.ca
OFFICE HOURS	Monday & Tuesday 13:00 HRS
COURSE DAY/TIME	Monday 9:00 – 11:45 HRS
COURSE DELIVERY	In-person
LOCATION	SS729

COURSE DESCRIPTION AND OBJECTIVES

Understanding how political institutions operate is critical to understanding the character of politics and the formal expression of principles such as representation, accountability, and the rule of law. We seek to understand the operation of institutions as an amalgam of formal rules and practices that have developed over time. The course proceeds by introducing various theoretical approaches to understanding institutions and their development and to help frame a discussion of major Canadian political institutions such as the constitution, federalism, legislatures, and political parties.

REQUIRED TEXTBOOKS

No Required Textbook

OTHER RESOURCES

University of Calgary Library

The University of Calgary Library offers many resources that can help you in your work. A critical research skill, along with general web searches, is the capacity to use the academic search engines in the library. The Political Science Librarian, Mr. John Wright (42Tjpwright@ucalgary.ca; Telephone: 403.220.5955), can assist you in finding your way around the various resources available the library offers.

Academic Journals, Google Scholar, Library Databases

Relevant journal articles are central to competent research papers. They are a source of potential research projects, literature reviews, and research methodologies. Electronic access to many key Political Science journals is available through the University of Calgary Library's main page. You should be or become familiar with using search engines such as [Google Scholar](https://scholar.google.com/) and the Library database such as the Web of Science and International Political Science abstracts found at [Research: Political Science \(ucalgary.ca\)](https://research.politicalscience.ucalgary.ca/)

Web Sites

Whereas most books and journal articles available through the University of Calgary library will have passed many rigorous tests of their scholarship and veracity, this is not the case for websites, which can be published with little or no checking of their content.

ASSESSMENT COMPONENTS, WEIGHTS, AND DUE DATES

COMPONENT	WEIGHTING	DUE DATE
Research Question	P/F	September 20 th , electronic submission
Explanatory Model	P/F	September 27 th electronic submission
Literature Review	P/F	October 4 th , electronic submission
Research Proposal	40%	October 11 th , electronic submission
Weekly Readings	20%	Weekly
Research Paper & Presentation	40%	December 6 th , electronic submission
Total	100%	

If you miss a required course component, please contact the instructor as soon as possible.

COURSE SCHEDULE AND TOPICS

Weekly topics and are outlined below. Adjustments may be made to account for changing circumstances. The reading list will be available on D2L

WEEK	Topic
Sept 6	No class
Sept 13	Background Reading
Sept 20	Studying Political Institutions; Research Question due in class
Sept 27	How Institutions Emerge; Explanatory Model due in class
Oct 4	Institutions as Mechanisms of Inclusion and Exclusion; Literature Review in class
Oct 11	Studying Canadian Political Institutions; Research Proposal due in class
Oct 18	Constitutions and Constitutional Change;
Oct 25	Federalism & Intergovernmental Relations;
Nov 1	Parliament and Legislatures
Nov 8	Cabinet and the Executive
Nov 15	Term Break ----- No Classes November 7 th - 13 th
Nov 22	Political Parties and Elections
Nov 29	Courts
Dec 6	Cities; Essay presentation ; Research Essay due.

ASSIGNMENTS

This course revolves around student engagement in responding to and discussing the readings and assisting each other with our research projects.

Iteration is central to good research. To help you practice this, students select an essay topic in the first 4 weeks of the course and work on these together for the rest of the term. All assignments must be completed to pass this course.

The first two set of assignments (1 & 2) are shared with the class and thus contribute to your class participation grade.

1. Research Project Design (40% of final grade)

Research Questions: Due September 20, 2021(P/F)

Share with the class and instructor a list of at least 4 but no more than 10 possible research questions from which you will choose your research topic.

Explanatory Model: Due September 27, 2021 (P/F)

Share with the class and instructor an explanatory theory or model that captures the central concern of your chosen research question, including a graphical representation of the model.

Literature Review: Due September 04, 2021 (P/F)

Share with the class and instructor a literature review of at least 750 words but no more than 1,500 words that describes the main themes in the study of your chosen research question.

Research Proposal: Due October 11, 2021 (40%)

Share with the class and instructor a descriptive outline of your research question, explanatory model, literature review, and data or evidence and the method you would use to apply the test in no more than 2,500 words, excluding bibliography.

2. Weekly Reading Reviews (20% of final grade)

Share with the class and instructor weekly literatures. An online guide and form will be provided to guide your responses to the weekly readings. You are to make these available to the class the evening before the appropriate discussion. You must select 3 of these during September/ October and 2 during November for grading by the instructor.

3. Research Essay and Presentation (40% of final grade)

An essay of no more than 6,000 words (excluding bibliography) that asks and answers a research question about a Canadian political institution. More details will be provided on D2L. The essay proposal is due in class on **October 11, 2021**. It is presented to class and due in on **December 6, 2021**. The presentation constitutes 7% of the final essay grade. **The essay is due at 21:00 HRS, December 6, 2021.**

10TGrading Scheme

A+= 90-100 = 4.00	B+ = 77-79 = 3.30	C+ = 67-69 = 2.30	D+ = 55-59 = 1.30
A = 85-89 = 4.00	B = 74-76 = 3.00	C = 64-66 = 2.00	D = 50-54 = 1.00
A- = 80-84 = 3.70	B- = 70-73 = 2.70	C- = 60-63 = 1.70	F = 0- 49 = 0.00

LATE PENALTIES

A penalty of 3% per day beginning the moment after the time at which an assignment is due will be applied to any late assignment.

Requests for extensions to any deadlines due to illness or similar reasons *must be made to the instructor before the due date and must be supported by suitable documentation (see Supporting Documentation and the Use of a Statutory Declaration below) Please keep an electronic backup of all your work to insure against loss or other difficulties.*

Technology

To complete the course successfully, you will need access to a reliable internet connection, and an adequately equipped and secure computer. This includes, but is not limited to, programs required to make a computer fully functional such as a web browser, word processor, Zoom, and other software such as statistical packages (either free ware or provided through the University) that may be required to complete course projects.

Writing

The quality of your writing, including but not limited to such elements as grammar, punctuation, sentence structure, clarity, and organization, will all be considered in assigning a grade to submitted work. Support is available via the Writing Support Services in the Student Success Centre (42TU https://www.ucalgary.ca/ssc/writing_support/overview)42T) located on the third floor of the Taylor Family Digital Library.

Recording of Lectures

Recording of online sessions may be permitted for individual private study for those who have requested and received relevant academic accommodation and for others at the discretion of the instructor. Any other use of recording constitutes academic misconduct and may result in suspension or expulsion.

INSTRUCTORS GUIDELINES

Students requiring assistance are encouraged to speak to the instructor during class or office hours. Should you wish to meet outside of office hours, please telephone or email to make an appointment. It is to the student's advantage to keep such appointments.

IMPORTANT POLICIES AND INFORMATION

Supporting Documentation and the Use of a Statutory Declaration

As stated in the University Calendar:

Students may be asked to provide supporting documentation for an exemption/special request. This may include, but is not limited to, a prolonged absence from a course where participation is required, a missed course assessment, a deferred examination, or an appeal. Students are encouraged to submit documentation that will support their situation. Supporting documentation may be dependent on the reason noted in their personal statement/explanation provided to explain their situation. This could be medical certificate/documentation, references, police reports, invitation letter, third party letter of support or a statutory declaration etc. The decision to provide supporting documentation that best suits the situation is at the discretion of the student. Students cannot be required to provide specific supporting documentation, such as a medical note.

Students can make a Statutory Declaration as their supporting documentation (available at ucalgary.ca/registrar). This requires students to make a declaration in the presence of a Commissioner for Oaths. It demonstrates the importance of honest and accurate information provided and is a legally binding declaration. Several registered Commissioners for Oaths are available to students at no charge, on campus. For a list of locations to access a Commissioners for Oaths, visit ucalgary.ca/registrar).

Falsification of any supporting documentation will be taken very seriously and may result in disciplinary action through the Academic Discipline regulations or the Student Non-Academic Misconduct policy.

This statement is accessible at: <https://www.ucalgary.ca/pubs/calendar/current/m-1.html>

Absence From a Mid-term Examination

Students who are absent from a scheduled term test or quiz for legitimate reasons are responsible for contacting the instructor via email within 48 hours of the missed test to discuss alternative arrangements. A copy of this email may be requested as proof of the attempt to contact the instructor. Any student who fails to do so forfeits the right to a makeup test.

Deferral of a Final Examination

Deferral of a final examination can be granted for reasons of illness, domestic affliction, and unforeseen circumstances, as well as to those with three (3) final exams scheduled within a 24-hour period. Deferred final exams will not be granted to those who sit the exam, who have made travel arrangements that conflict with their exam, or who have misread the examination timetable. The decision to allow a deferred final exam rests not with the instructor but with Enrolment Services. Instructors should, however, be notified if you will be absent during the examination. The Application for Deferred Final Exam, deadlines, requirements and submission instructions can be found on the Enrolment Services website at <https://www.ucalgary.ca/registrar/exams/deferred-exams>.

Reappraisals

The University Calendar states that for reappraisals of graded term work:

“A student who feels that a piece of graded term work (term paper, essay, test, etc.) has been unfairly graded, may have the work reappraised as follows. The student shall discuss the work with the instructor **within ten business days** of being notified about the mark or of the item's return to the class. If not satisfied, the student shall take the matter to the head of the department offering the course **within 2 business days of receiving the decision from the instructor**, who will arrange for a reappraisal of the work **within the next ten business days**. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected.” See <https://www.ucalgary.ca/pubs/calendar/current/i-2.html>

The University Calendar states that for reappraisal of academic assessments (final grades):

“A student may request a reappraisal of a final grade. The only element that will be considered is the final assessment(s) that makes up the final mark (e.g., final examination, final project, and final paper). The exception is when a grade for a piece of graded term work is made available to students

after the last day of classes for the term in which the course is scheduled; that grade may also be considered in a reappraisal of the final grade.”

“A student seeking a reappraisal of a final grade should first attempt to review the final assessment with the department or faculty offering the course. After which the student shall obtain a Reappraisal of Final Grade form from [ucalgary.ca/registrars](https://www.ucalgary.ca/registrars) (under Student Forms). The student must indicate exactly what error was made in marking the final assessment and/or in computing the final grade. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected.” More information is available at: <https://www.ucalgary.ca/pubs/calendar/current/i-3.html>

University Regulations

Students are responsible for familiarizing themselves with the University policies found in the Academic Regulations sections of the Calendar at www.ucalgary.ca/pubs/calendar/current/academic-regs.html.

Student Accommodations

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/.

Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor.

The full policy on Student Accommodations is available at <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>.

Plagiarism And Other Forms Of Academic Misconduct

Academic misconduct in any form (e.g. cheating, plagiarism) is a serious academic offence that can lead to disciplinary probation, suspension or expulsion from the University. Students are expected to be familiar with the standards surrounding academic honesty; these can be found in the University of Calgary calendar at <http://www.ucalgary.ca/pubs/calendar/current/k.html>. Such offences will be taken seriously and reported immediately, as required by Faculty of Arts policy.

Required Access to Technology

Please see the University’s resource page at https://ucalgary.service-ow.com/it?id=kb_article&sys_id=86e7438013753ac06f3afbb2e144b031

Copyright Legislation

As stated in the University of Calgary Calendar, Academic Regulations, “students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright and requirements of the copyright act to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.” <https://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by->

[copyright.pdf](#) and <https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>

Instructor Intellectual Property

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

Freedom of Information and Protection of Privacy (FOIP)

FOIP legislation requires that instructors maintain the confidentiality of student information. In practice, this means that student assignment and tests cannot be left for collection in any public place without the consent of the student. It also means that grades cannot be distributed via email. Final exams are kept by instructors but can be viewed by contacting them or the main office in the Department of Political Science. Any uncollected assignments and tests meant to be returned will be destroyed after six months from the end of term; final examinations are destroyed after one year.

Evacuation Assembly Points

In the event of an emergency evacuation from class, students are required to gather in designated assembly points. Please check the list found at www.ucalgary.ca/emergencyplan/assemblypoints and note the assembly point nearest to your classroom.

Faculty of Arts Program Advising and Student Information Resources

For program planning and advice, visit the Arts Students' Centre in Social Sciences 102, call 403-220-3580 or email artsads@ucalgary.ca. You can also visit arts.ucalgary.ca/advising for program assistance.

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at (403) 210-ROCK [7625] or visit their office in the MacKimmie Tower, MT 116..

Important Contact Information

Campus Security and Safewalk (24 hours a day/7 days a week/365 days a year)
Phone: 403-220-5333

Faculty of Arts Undergraduate Students' Union Representatives
Phone: 403-220-6551
Email: arts1@su.ucalgary.ca, arts2@su.ucalgary.ca, arts3@su.ucalgary.ca,
arts4@su.ucalgary.ca
Students' Union URL: www.su.ucalgary.ca

Graduate Students' Association
Phone: 403-220-5997
Email: askgsa@ucalgary.ca
URL: www.ucalgary.ca/gsa

Student Ombudsman

Phone: 403-220-6420

Email: ombuds@ucalgary.ca

Campus Mental Health Resources

The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the excellent mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through the following resources:

SU Wellness Centre: <http://www.ucalgary.ca/wellnesscentre/>

Student Wellness Services:

<https://www.ucalgary.ca/wellness-services/services/mental-health-services>

Campus Mental Health Strategy website: <https://www.ucalgary.ca/mentalhealth/>.