Contact Information
Professor J. E. Dalton, B.A.(Hons.), M.A., LL.M., Ph.D.
133 McLaughlin College
jedalton@yorku.ca
416.736.2100 ext. 22782
Office Hours: Wednesdays 2:30pm–3:30pm or by appointment

Seminar Meetings
Wednesdays, 4:10pm–7:00pm, 108 Vanier College

Course Format, Prerequisites and Credit Exclusions
This is an advanced undergraduate seminar that meets weekly in a small group setting. It is expected that students have a basic understanding of Canadian politics and government in addition to the formal prerequisites: 78 credits including AP/PPAS 3190 6.00 or AP/POLS 3190 6.00; students who have not completed these prerequisites, but who have equivalent preparation, must obtain permission from the Undergraduate Program Director to take the course. Students should not take this course if they have completed AP/PPAS 4300 6.00 or AP/GL/POLS 4300 6.00. For courses taken prior to Fall 2009, students must have completed 78 credits including AK/POLS 3410 6.00 or, for those with equivalent preparation, permission of the Coordinator of Political Science. Prior to Fall 2009, course credit exclusions are: AK/PPAS 4200 6.00, AK/PPAS 4300 6.00 and AS/GL/POLS 4300 6.00.

Course Themes and Learning Objectives
The seminar guides students through a range of topics in Canadian public policy and governance. The primary theme of the course emphasizes advanced policy analysis in the context of government institutions and the public interest. A range of political science research methodologies are introduced to students through course materials and assignments. Throughout the duration of the course, students will develop a research project on a topic of interest related to government institutions and the public interest, including advanced policy analysis as part of the broader research undertaking. Each research project will employ the methods taught in the course, culminating in a mini-conference where students will present the findings of their research to interested peers and colleagues.

Emphasis is also placed on developing academic skills through class discussions and debate, learning workshops, and presentations. In this context, the primary objective is to promote a broad understanding of course themes, including a critical awareness of the ways in which the themes are interrelated. Students will be expected to apply these skills to more specific topics to
be used in their research. By the end of the course, students should be able to:

✓ analyze and synthesize core concepts presented in the course;
✓ understand how course themes work together;
✓ work more creatively and effectively with others;
✓ conduct more rigorous research;
✓ write more clearly and persuasively;
✓ present oral arguments and respond to others more effectively; and
✓ think more critically. Critical thinking skills are marked by the following characteristics:
  • inquisitiveness with regard to a wide range of issues
  • concern to become and remain well-informed
  • alertness to opportunities to use critical thinking
  • self-confidence in one’s own abilities to reason
  • open-mindedness regarding divergent world views
  • flexibility in considering alternatives and opinions
  • understanding of the opinions of other people
  • fair-mindedness in appraising reasoning
  • honesty in facing one’s own biases, prejudices, stereotypes, or egocentric tendencies
  • prudence in suspending, making or altering judgments
  • willingness to reconsider and revise views where honest reflection suggests that change is warranted.1

**Required Course Texts and Materials**


- *Online Materials*. Occasionally, an additional online reading might be added to the course to enhance seminar meetings. Email notices will be sent to advise students of any online materials, and hyperlinks to any additional materials will be posted on the course websites.

All three books are available for purchase from the York University Bookstore. It is important to have the correct editions of the books noted above. These editions are also on reserve at the Scott Library.

---

1 Insight Assessment – A Division of California Academic Press, Millbrae, California 2011,
Online Writing Resources
York University Learning Commons: http://www.library.yorku.ca/learning_commons/
York University, Centre for Academic Writing, S329 Ross Building South:
http://www.arts.yorku.ca/caw/
York University Libraries, Academic Writing Guide:
http://www.library.yorku.ca/ccm/rg/preview/academic-writing-guide.en?g11n.enc=UTF-8#6024986

Moodle Course Website

Use of Moodle is required for online readings, exercises and announcements, including discussion forums. Announcements are frequently posted on the course websites and distributed through Moodle’s email messaging system. Students are responsible for keeping up-to-date with all information and notices. At the start of the course, students should log on to the website to update their profile and preferred email address for communications; otherwise, emails sent to a different address may be missed.

The Moodle course website is at https://moodle.yorku.ca/moodle/course/view.php?id=17149. There is also a comparable website, which does not require logging in, available through the Faculty of Liberal Arts & Professional Studies at http://jacinth.eso.yorku.ca/LotusQuickr/2013y-apppas4200a-06/Main.nsf/, but online contributions are not possible at that website.

Turnitin

All written assignments must be submitted electronically through the appropriate links on the Moodle course website, after which submissions will be automatically uploaded to Turnitin. Time will be dedicated in class to review Turnitin procedures and expectations.

Course Structure and Evaluation

Required readings are assigned for most classes and students are expected to have read them in advance of seminar meetings. Seminar presentations and corresponding discussions are structured based on the assumption that students are prepared for class.

1) Essay Proposal (5–7 pages) (15%)
   Due: Friday, December 6, 2013 (electronic submission through Moodle/Turnitin);
distributed in class on Wednesday, October 9, 2013
   *Successful completion of the Essay Proposal is a mandatory precondition for proceeding with the other assignments.
   *Submission of both the Academic Integrity Quiz (with 100% score) and Academic Integrity Checklist is a mandatory requirement for completion of the other assignments and completion of the course. In-class training and links to the Quiz and Checklist will be provided.
2) Draft Research Presentation (10 minutes) (10%)  
Due: In-class (March 12, March 19, March 26);  
distributed in class on Wednesday, January 8, 2014  
*Successful completion of the Research Presentation is a mandatory precondition for the  
Mini-Conference Presentation and submission of the Research Essay.

3) Mini-Conference Presentation (max. 15 minutes) (10%)  
Due: April 2, 2014;  
distributed in class on Wednesday, January 8, 2014  
*Successful completion of the Research Presentation is a mandatory precondition for the  
Mini-Conference Presentation and submission of the Research Essay.

4) Research Essay (18–20 pages) (30%)  
Due: Friday, April 4, 2014 (electronic submission through Moodle/Turnitin);  
distributed in class on Wednesday, January 8, 2014

5) Seminar Presentation (40 minutes) (15%)  
Due: In-class, variable dates throughout the course (September 18–March 5);  
distributed in class on Wednesday, September 18, 2013

6) Participation (attendance and active participation in class discussions and learning  
activities) (15%)  

7) Online contributions (5 substantive postings to the Moodle online discussion forums; 1%  
for each contribution) (5%);  
distributed in class on Wednesday, September 25, 2013

*A late penalty of five percent per day or partial day applies for all assignments, unless  
compelling reasons and evidence are provided or an extension has been granted well in advance  
of the deadline.

**Academic Integrity**

Students are expected to maintain the highest standards of academic integrity. There will be zero  
tolerance for breaches of academic integrity, and any instances will be fully investigated, with  
potential sanctions ranging from grades of “0” on assignments, an overall grade of “F” in the  
course, permanent grade of record, and other penalties to be determined in consultation with the  
Undergraduate Program Office of the School of Public Policy & Administration and/or the  
Liberal Arts & Professional Studies Faculty Council Committee on Student Appeals and  
Academic Integrity.

In addition to in-class review of expectations surrounding academic integrity, students are  
expected to understand and adhere fully to the following York University policies:

* Senate Policy on Academic Honesty:  
Senate Policy on Responsible Conduct of Research:

There are also several York University websites that provide useful information on academic integrity. Students should review carefully the information found at:

- York University Academic Integrity Website: http://www.yorku.ca/academicintegrity/
- York University Libraries and Academic Integrity:
  http://www.library.yorku.ca/ccm/Home/ResearchAndInstruction/academicintegrityinfo
- York University Copyright Information: http://copyright.info.yorku.ca/
- Beware! Says Who? Avoiding Plagiarism,

The following York University tools will be utilized in the course:

- Academic Integrity Tutorial: http://www.yorku.ca/tutorial/academic_integrity/
- Academic Integrity Checklist: http://www.yorku.ca/acadinte/faculty/checklist.htm

Other Important Policies

Students are expected to be familiar with these York University policies. In the context of specific needs and/or accommodation, please raise any concerns as soon as possible. Anything you discuss with me will be welcomed in a non-judgmental atmosphere and held in the strictest of confidence:

- Code of Student Rights and Responsibilities:
  http://www.yorku.ca/oscr/studentconduct.html
- Fair Dealing Guidelines:
- Religious Observance:
  https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm.woa/wa/regobs
- Counselling and Disability Services:
  http://www.yorku.ca/dshub/
- Policy Regarding Academic Accommodation for Students with Disabilities:
**Course Schedule and Readings**

*Be sure to check specific page numbers, as in a few instances, an entire chapter is not assigned.*

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Readings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, September 11, 2013</td>
<td>Introduction to the Course</td>
<td>No required readings.</td>
</tr>
</tbody>
</table>
| Wednesday, September 18, 2013 | Concepts and Practice in Policy Analysis        | **Required Readings:**  
| Wednesday, September 25, 2013 | Governance and the Profession                   | **Required Readings:**  
| Wednesday, October 2, 2013    | Policy Analysis in Canada: Historical and       | **Required Readings:**  
<p>| Wednesday, October 9, 2013    | Library Research: In-Class Training and Academic Integrity | No required readings.                                                   |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Required Readings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, October 16, 2013</td>
<td>Class Cancelled</td>
<td>No required readings.</td>
</tr>
<tr>
<td>Wednesday, October 30, 2013</td>
<td>Fall Co-Curricular Days: No Class</td>
<td>No required readings.</td>
</tr>
</tbody>
</table>
| Wednesday, November 6, 2013 | Defining Policy Choices and Methodologies                            | • *Beyond Policy Analysis*, Chapter 3, Problem Definition in Policy Analysis, 97-128.  
  • *Doing Research in Political Science*, Chapter 1, Comparative Methodology and Statistics in Political Science, 3-17. |

### Wednesday, November 27, 2013  
**Policy Implementation and Measuring Outcomes**

**Required Readings:**

**Recommended Readings:**

### Wednesday, December 4, 2013  
**Exploring Other Policy Communities**

**Required Readings:**
- *Beyond Policy Analysis*, Chapter 6, Policy Communities and Networks, 227-269.

### Wednesday, January 8, 2014  
**Doing Research: Policy Analysis, Political Parties and Elections**

**Required Readings:**

### Wednesday, January 15, 2014  
**Evaluation and Institutional Decision-Making**

**Required Readings:**
- *Doing Research in Political Science*, Chapter 8, How Decisions are Made, 217-257.
<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Required Readings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, January 22, 2014</td>
<td>Policy-Making and Problem-Solving</td>
<td>Required Readings:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• <em>Beyond Policy Analysis</em>, Chapter 8, Policymaking under Pressure, 311-346.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• <em>Doing Research in Political Science</em>, Chapter 9, How Problems are Solved, 258-298.</td>
</tr>
<tr>
<td>Wednesday, January 29, 2014</td>
<td>Policy Communication, Public Opinion and the Media</td>
<td>Required Readings:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• <em>Beyond Policy Analysis</em>, Chapter 9, Policy Communication, 347-389.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• <em>Beyond Policy Analysis</em>, Chapter 10, Conclusions, 391-416.</td>
</tr>
<tr>
<td>Wednesday, February 5, 2014</td>
<td>Student Research Workshop</td>
<td>No required readings.</td>
</tr>
<tr>
<td>Wednesday, February 12, 2014</td>
<td>The Impact of Interest Groups on Policy Analysis</td>
<td>Required Readings:</td>
</tr>
<tr>
<td>Wednesday, February 19, 2014</td>
<td>Reading Week: No Class</td>
<td>No required readings.</td>
</tr>
<tr>
<td>Wednesday, February 26, 2014</td>
<td>Academics, Advocacy and Policy Analysis</td>
<td>Required Readings:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity Description</th>
<th>Required Readings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, March 5, 2014</td>
<td>Course Recap and Review: Preparing for Presentations</td>
<td>No required readings.</td>
</tr>
<tr>
<td>Wednesday, March 12, 2014</td>
<td>Draft Research Presentations</td>
<td>No required readings.</td>
</tr>
<tr>
<td>Wednesday, March 19, 2014</td>
<td>Draft Research Presentations</td>
<td>No required readings.</td>
</tr>
<tr>
<td>Wednesday, March 26, 2014</td>
<td>Draft Research Presentations</td>
<td>No required readings.</td>
</tr>
<tr>
<td>Wednesday, April 2, 2014</td>
<td>Mini-Conference</td>
<td>No required readings.</td>
</tr>
</tbody>
</table>