

**POLSC 101A: Introduction to Government and Politics***3 Credits, 3 hours*

This is an introductory course in Political Science. Students are encouraged to think critically about how their lives and the world are shaped by power, ideas, interests, rules and laws. It is intended to provide students with general political awareness and insight, thus making them more informed about the world in which they live. The student will also develop an understanding of key political processes and institutions.

**Instructor**

Mark Young, Ph D.

S213C

780.791.4825

[Mark.Young@keyano.ca](mailto:Mark.Young@keyano.ca)**Office Hours**

|            |                 |
|------------|-----------------|
| Wednesdays | 3:00pm – 4:00pm |
| Thursdays  | 1:00pm-4:00pm   |
| Fridays    | 3:00pm – 4:00pm |

(or by appointment)

**Hours of Instruction**

|                            |             |
|----------------------------|-------------|
| Tuesdays 10:30am –11:50pm  | CC228/Teams |
| Thursdays 10:30pm –11:50pm | CC228/Teams |

**Required Resources**

George A. MacLean, Duncan R. Wood and Lori Turnbull, *Politics: An Introductiuon, Third Edition*, (Oxford University Press)

**Course Outcomes**

Upon successful completion of the course, students will be able to:

- Differentiate between the main political ideologies within the field of political science.
- Examine key political topics and concepts, such as authority, nation, state and the rule of law, important to the field of political science.
- Demonstrate knowledge of key political concepts, ideologies and institutions through exams, assignments and in-class discussion.
- Demonstrate the ability to write an argumentative term paper which includes scholarly academic research and properly adopts APA or MLA referencing.

## Evaluation

Students will be evaluated based on the completion of three assignments. These assignments include: a term exam, on-line discussions, and a final exam. Below is a brief description of each assignment. More detailed descriptions of each assignment will occur as we approach these assignments throughout the term.

|                     |            |      |
|---------------------|------------|------|
| On-line Discussions | TBA        | 35%  |
| First Exam          | 15 October | 30%  |
| Final Exam          | TBA        | 35%  |
| Total               |            | 100% |

*A grade of C- is required for progression or transfer.*

## First Exam

The first exam will cover material considered up to a week before the exam is scheduled. The exam will include multiple choice questions, true or false questions and short-answer questions. A review of the material will also occur before the exam, and students will be given a specific outline of the exam, including mark distribution, a week before the exam occurs. The value of this assignment is 30% of the total grade.

## On-Line Discussions

At seven points throughout the term I will post discussion topics for students to comment on. The total value of the assignment is 35%, and therefore 5% for every post. Your response does not have to be lengthy – between 200-500 words - but must exhibit understanding, clarity, accuracy, relevance and good reflections. Each topic will be available for only week and late submissions will not be accepted.

## Final Exam

The final exam will cover material considered after the first exam. The exam will include multiple choice, true or false, and written answer questions. More details will offered concerning this exam as it approaches. The value of this assignment is 35% of the total grade.

## Grading System

| Descriptor   | Alpha Grade | 4.0 Scale | Percent   | Rubric for Letter Grades   |
|--------------|-------------|-----------|-----------|--|
| Excellent    | A+          | 4.0       | > 92.9    | Work shows in-depth and critical analysis, well developed ideas, creativity, excellent writing, clarity and proper format. |
|              | A           | 4.0       | 85 – 92.9 |  |
|              | A-          | 3.7       | 80 – 84.9 |  |
| Good         | B+          | 3.3       | 77 – 79.9 | Work is generally of high quality, well developed, well written, has clarity, and uses proper format.                      |
|              | B           | 3.0       | 74 – 76.9 |  |
|              | B-          | 2.7       | 70 – 73.9 |  |
| Satisfactory | C+          | 2.3       | 67 – 69.9 | Work has some developed ideas but needs more attention to clarity, style and formatting.                                   |
|              | C           | 2.0       | 64 – 66.9 |  |
|              | C-          | 1.7       | 60 – 63.9 |  |
| Poor         | D+          | 1.3       | 55 – 59.9 | Work is completed in a general way with minimal support, or is poorly written or did not use proper format.                |
|              | D           | 1.0       | 50 – 54.9 |  |
| Failure      | F           | 0.0       | < 50      | Responses fail to demonstrate appropriate understanding or are fundamentally incomplete.                                   |

**Proposed Schedule of Topics**

1. Studying Politics
2. Finding a Common Vocabulary: Political Concepts
3. Political Thought, Philosophy, and Ideology
4. The Role of Government
5. Branches of Government
6. Political Systems
7. Political Participation: Elections and Parties
8. Political Socialization and Culture
9. Politics in Developed States
10. Politics in Developing States
11. International Politics and Foreign Policy
12. International Security
13. International Political Economy
14. Conclusion

**Performance Requirements**

A late penalty of 3 marks per day, on a scale of 100, will apply to all late assignments, but will be waived for legitimate reasons if supporting documentation is provided. If an assignment is late, and not handed-in during class time, arrangements must be made with the instructor to hand-in the assignment. Should an assignment go missing, and the student is unable to produce another copy, the assignment will be considered not submitted. Likewise, if a grade is not recorded for an assignment the onus is on the student to demonstrate that the assignment was completed and graded. No late assignments are accepted after the last day of classes. No changes can be made to the class schedule, but exceptions can be made for legitimate reasons, such as an illness, if supporting documentation is provided.

**Student Responsibilities**

It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the [Keyano College credit calendar](#). The Keyano College credit calendar also has information about Student Rights and Code of Conduct. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

**Student Attendance**

Class attendance is useful for two reasons. First, class attendance maximizes a student's learning experience. Second, attending class is a good way to keep informed of matters relating to the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and notes that may be due.

**Academic Misconduct**

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:

- Plagiarism or the submission of another person's work as one's own;
- The use of unauthorized aids in assignments or examinations (cheating);
- Collusion or the unauthorized collaboration with others in preparing work;
- The deliberate misrepresentation of qualifications;
- The willful distortion of results or data;
- Substitution in an examination by another person;
- Handing in the same unchanged work as submitted for another assignment; and
- Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

In order to ensure your understanding of the concept of plagiarism, you must successfully complete the online tutorial found on [ilearn.keyano.ca](http://ilearn.keyano.ca). Then print the certificate, sign it, and show it to each of your instructors. Your course work may not be graded until you show this signed certificate.

**Specialized Supports**

The Student Services department is committed to Keyano students and their academic success. There are a variety of student supports available at Keyano College. Due to the continuing situation with the Covid-19 pandemic, the offered support services will be implemented differently this semester by being provided mostly virtually. In-person service can be requested as needed. All Alberta Health Services guidelines will be followed for in-person appointments—wear a mask, maintain two meters of physical distance, use hand sanitizer, and stay home if you are unwell.

All student services are available during Keyano business hours: Monday to Friday, 8h30-16h30. The Library has evening and weekend hours. Please check [keyano.ca/library](http://keyano.ca/library) for current hours.

**Accessibility Services:** provides accommodations for students with disabilities. Students with documented disabilities, or who suspect a disability, can meet with a Learning Strategist to discuss their current learning barriers and possible accommodations. Students who have accessed accommodations in the past are encouraged to contact us to request them for the semester. Please note that requesting accommodations is a process and requires time to arrange. Contact us as soon as you know you may require accommodations. For accessibility services supports and to book a virtual appointment, please contact [accessibility.services@keyano.ca](mailto:accessibility.services@keyano.ca).

Accessibility Services also provides individual and group learning strategy instruction for all students, as well as technology training and supports to enhance learning. Meet with a Learning Strategist to learn studying and test-taking strategies for online classes. Schedule an appointment with the Assistive Technology Specialist to explore technology tools for learning. Book an appointment today by emailing [accessibility.services@keyano.ca](mailto:accessibility.services@keyano.ca)

**Academic Success Coaching:** offers you support and access to resources for your academic success to help you to find the Keys to your Success. The Academic Success Coach will work with you to develop an academic success plan, develop your study and time management skills, and connect you with the right resources here at Keyano. [Academic.success@keyano.ca](mailto:Academic.success@keyano.ca) is the best way to access resources during virtual service delivery.

**Wellness Services:** offers a caring, inclusive, and respectful environment where students can access free group and individual support to meet academic and life challenges. Mental Health Coordinators offer a safe and confidential environment to seek help with personal concerns. All individual appointments will continue virtually.

Wellness Services welcomes students to participate in any of the virtual group sessions offered throughout the academic year addressing topics including mindfulness and test anxiety.

Individual virtual appointments can be made by emailing [wellness.services@keyano.ca](mailto:wellness.services@keyano.ca).

**Library Services:** provides students with research and information supports as they engage in their studies. Library staff are available to support you both virtually and in person during the fall semester. For library service supports and inquiries, please email [askthelibrary@keyano.ca](mailto:askthelibrary@keyano.ca).

[Individual support with the Information Librarian will be provided virtually. Appointments can be requested by email or by placing a Book a Librarian request](#) using the online form found [here](#).

Research and Subject Guides are helpful resources when conducting research or addressing your information needs. To view a subject or course specific guide, use the following [Subject Guides link](#)

To access additional research resources, including Citation Guides (APA, MLA, Chicago, or IEEE), go to the [Research Help Library page](#).

**Skill Centre:** provides academic support services to students registered in credit programs at Keyano College in the form of tutoring, writing support groups, facilitated study groups, workshops and study space. Tutoring services are **free** to Keyano students. Tutoring is available for Math, Writing, English, and Science subject areas.

While most courses are being offered online, the Skill Center will be offering mostly virtual tutoring services and in-person sessions as requested. Please email [Skill.centre@keyano.ca](mailto:Skill.centre@keyano.ca) to get in contact with our tutoring staff.

For the most up to date information on how to book a tutoring session, please view the [Keyano Skill Centre homepage](#).

## E-Learning

Technology and internet will impact your online learning experience. It's important that you are able to watch an online video and other course materials, take online quizzes, and participant in a live class with your instructor and other students.

Keyano College operates in a Windows based environment and having the correct tools for online learning is important. Here's a list of recommended system requirements for Fall 2020.

**Internet Speed**

Minimum Internet speeds of 5 Mbps.  
 Recommended Internet speeds of 25 Mbps (especially if you are sharing your internet at home).  
 Check your internet speed with Fast.com.

**System requirements:**

| Microsoft Windows  | Apple   |
|--|---|
| <p><b>Minimum Requirements:</b></p> <p>A Windows 10 <b>computer/laptop</b></p> <ul style="list-style-type: none"> <li>· Minimum 4GB of RAM.</li> <li>· 10GB+ available hard drive storage.</li> <li>· Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). <a href="#">Microsoft Office</a> software is free to all Keyano students and employees.</li> <li>· Microphone, webcam and speakers. A headset with a microphone is recommended.</li> <li>· System updates must be regularly installed.</li> <li>· Anti-Virus / Anti-Malware software</li> </ul> | <p><b>Minimum Requirements:</b></p> <p>A Macintosh (V10.14 and above) <b>computer/laptop</b></p> <ul style="list-style-type: none"> <li>· Minimum 4GB of RAM.</li> <li>· 10GB+ available hard drive storage.</li> <li>· Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). <a href="#">Microsoft Office</a> software is free to all Keyano students and employees.</li> <li>· Microphone, webcam and speakers. A headset with a microphone is recommended.</li> <li>· System updates must be regularly installed.</li> <li>· Anti-Virus / Anti-Malware software.</li> </ul> |
| <p><b>Recommended Requirements</b></p> <ul style="list-style-type: none"> <li>· 8GB of RAM</li> <li>· A method of backing up/synchronizing to local or cloud-based storage such as OneDrive is highly recommended. This is included if you complete the setup of KeyanoMail and download MS Office using your Keyano email for free.</li> </ul>  | <p><b>Recommended Requirements</b></p> <ul style="list-style-type: none"> <li>· 8GB of RAM</li> <li>· A method of backing up/synchronizing to local or cloud-based storage such as OneDrive is highly recommended. This is included if you complete the setup of KeyanoMail and download MS Office using your Keyano email for free.</li> </ul>   |

Chromebooks are **not** recommended as they are not compatible with testing lockdown browsers.

A Microsoft Surface or iPad or iPad Pro may be possible alternatives in some program areas.

**Specific department requirements:**

Business and OA programs require Windows 10.

Other programs may utilize Windows based tools as well.

**Computer Software**

Students will be able to get access to Microsoft Office 365 for Free using Keyano Credentials by [clicking here](#).

**Recording of lectures and Intellectual Property**

Students may only record a lecture if explicit permission is provided by the instructor or by Accessibility Services. Even if students have permission to record a lecture or lecture materials, students may not publish any of the lectures or lecture materials, this includes any recordings, slides, instructor notes, etc. on any platform. Thus no student is allowed to publish or sell instructor notes without formal written permission. It is important to recognize that the Canadian Copyright Act contains provisions for intellectual property.

**ITS Helpdesk**

If you are having issues with your student account, you can contact the ITS Helpdesk by emailing [its.helpdesk@keyano.ca](mailto:its.helpdesk@keyano.ca) or calling 780-791-4965.

**Please watch your Keyano email for workshop announcements from our Student Services team.**