



SCHOOL OF GOVERNMENT

PUBL 402 – ADVANCED PUBLIC POLICY A

2005 COURSE OUTLINE (First Trimester Paper – 15 points)

Course Coordinator:	Associate Professor Bob Gregory	Administrator:	Francine McGee
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Lecture Timetable:	Tue 3.40-5.30 RH G04		

AIMS AND OBJECTIVES

To examine the relationships between social science and public policymaking, theories of policymaking, and the nature and practice of policy analysis, with reference to particular examples from New Zealand and international experience.

The main course objectives will be (a) to enhance students' capacities for independent critical thinking about the problematical relationship between professional social inquiry and public policymaking; (b) to give students a fuller understanding of the perennial and often intractable tensions between the political and scientific 'estates'; and (c) to better enable students to think constructively about how public policymaking processes may be improved through the use of both formal analytical methods and 'ordinary' knowledge.

TEXT AND READINGS

There will be no set text. Students will be given a teaching schedule detailing reading specified for each week of class. Photocopied material will be made available periodically to students.

ASSESSMENT

Essay (2,000 words) due 5pm, Wed, 20 April – 15%
Research Essay (5,000 words) due 5pm, Fri, 27 May – 35%

Final examination – 50%

Note: Extension for essays may only be granted to those who meet the University's aegrotat rules, viz. medical certificate or personal bereavement, or critical personal circumstances involving the health of a close relative, or exceptional circumstances beyond the student's control.

Late essays must be handed to the Course Organiser, or to Francine McGee, Administrator, School of Government (Rutherford House, RH 821, Reception), who will record the date and time it was received before giving it to the Course Organiser. Essays not handed in by the due date or by the date of extension will have a mark out of 100 reduced by 5% for each late day. Essays handed in more than 5 days after the due date, or after the date of extension, will not normally be accepted.

MANDATORY COURSE REQUIREMENTS

Students must (a) complete the two essay assignments specified above; **and** (b) attend at least **80%** of the weekly classes. Students who fail to satisfy these mandatory course requirements will receive a Q grade.

WORKLOAD GUIDE

The course will comprise one weekly two-hour seminar class. All members are expected to contribute to discussion each week and to prepare themselves adequately to that end. The course comprises one eighth of a full-time Honours student's yearly load, and students should plan their efforts accordingly.

NOTICES AND ANNOUNCEMENTS

Announcements will be made at the beginning of classes each week, and notices will be posted on the Public Policy noticeboard, on the Mezzanine Floor of Rutherford House.

ELECTRONIC ACCESS

Notices and other information may be posted from time to time on the Blackboard website. Only students who are registered for PBUL 402 will have access.

Instructions: Go to <http://www.blackboard.vuw.ac.nz>

'Login name' is the first six letters of your last name and the first four letters of your first name (typed as one word). 'Password' is your student ID number.

AVAILABILITY OF COURSE ORGANISER

Associate Professor Bob Gregory will be available for student consultation during normal working hours, in his office (Rutherford House, Rh 804). If he is not available by phone, please leave a voice message. Alternatively, messages may be left for him with Francine McGee, Administrator, School of Government (Rutherford House, RH 821, Reception; ph 463-6599).

GENERAL UNIVERSITY POLICIES AND STATUTES

Students should familiarise themselves with the University's policies and statutes, particularly those regarding assessment and course of study requirements, and formal academic grievance procedures.

STUDENT CONDUCT AND STAFF CONDUCT

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University's life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps can be taken if there is a complaint. For queries about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor. This Statute is available in the Faculty Student Administration Office or on the website at: www.vuw.ac.nz/policy/StudentConduct.

The policy on Staff Conduction can be found on the VUW website at: www.vuw.ac.nz/policy/StaffConduct.

ACADEMIC GRIEVANCES

If you have any academic problems with your course you should talk to the tutor or lecturer concerned or, if you are not satisfied with the result of that meeting, see the Head of School or the Associate Dean (Students) of your Faculty. Class representatives are available to assist you with this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievances Policy which is published on the VUW website: www.vuw.ac.nz/policy/AcadmicGrievances.

ACADEMIC INTEGRITY AND PLAGIARISM

Academic integrity is about honesty – put simply it means **no cheating**. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. Plagiarism is **prohibited** at Victoria.

The University defines plagiarism as follows:

Plagiarism is presenting someone else's work as if it were your own, whether you mean to or not.

'Someone else's work means anything that is not your own idea, even if it is presented in your own style. It includes material from books, journals or any other printed source, the work of other students or staff, information from the Internet, software programmes and other electronic material, designs and ideas. It also includes the organization or structuring of any such material.'

Plagiarism is not worth the risk.

Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct (www.vuw.ac.nz/policy/StudentConduct) and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- suspension from class or university
- cancellation of your mark for an assessment or a fail grade for the course.

Find our more about plagiarism and how to avoid it, on the University's website at: www.vuw.ac.nz/home/studying/plagiarism.html.

STUDENTS WITH DISABILITIES

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities and equal opportunity with all other students to demonstrate their abilities. If you have a disability, impairment or chronic medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials or in meeting the course requirements, then please contact the Course Coordinator as early in the course as possible. Alternatively you may wish to approach a Student Adviser from Disability Support Services to confidentially discuss your individual needs and the options and support that are available. Disability Support Services are located on Level 1, Robert Stout Building, or phoning 463 – 6070, email: disability@vuw.ac.nz. The name of your School's Disability Liaison Person can be obtained from the Administrative Assistant or the School Prospectus.

STUDENT SUPPORT

Staff at Victoria want students' learning experiences at the University to be positive. If your academic progress is causing you concern, please contact the relevant Course Co-ordinator, or Associate Dean who will either help you directly or put you in contact with someone who can.

The Student Services Group is also available to provide a variety of support and services. Find out more at www.vuw.ac.nz/st_services/ or email student-services@vuw.ac.nz.

VUWSA employs two Education Co-ordinators who deal with academic problems and provide support, advice and advocacy services, as well as organising class representatives and faculty delegates. The Education Office is located on the ground floor, Student Union Building, phone 463 6983 or 463 6984, email education@vuwsa.org.nz.
