

School of Government

STRA 506 NEW ZEALAND DEFENCE POLICY (15 Points)

Trimester Two 2006

COURSE OUTLINE

Contact Details

Course Co-ordinator: Dr Lance Beath

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Course Dates, Times and Location

This is an **intensive** course. It runs from Wednesday 6 September 2006 to Thursday 7 September. Class times are 9.00 am to 5.00 pm each day.

The course will be held at Massey University, Palmerston North. Location is the Business Studies Central Room 2.09 on the Turitea Campus.

A final 3-hour open book examination will be held at the School of Government (room location to be advised) on the morning of Saturday 4 November 2006 from 9.00 am to 12 noon.

Course Objectives

Students completing this course will be able to:

- Appreciate where defence policy sits in relation to foreign policy as well as New Zealand's broader national security policy
- Define the attributes of good policy and be able to constructively analyse the strengths and weaknesses of various policy approaches
- Describe the broader historical, political, economic and cultural influences that have impacted on the development of New Zealand defence policy since the First World War
- Describe the relationship in New Zealand between foreign and defence policy
- Understand the continuities as well as the discontinuities in New Zealand defence policy
- Describe the main features of the present approach to Defence Policy as well as the immediate antecedents (the 1991 and 1997 Defence White Papers)
- Describe the main points of criticism that have been levelled at current policy and be able to critically evaluate the arguments that have been made both to reinforce as well as counter these criticisms
- Understand the main features of the constitutional and legal framework within which the New Zealand Defence Force operates as well as the structural arrangements connecting the Ministry of Defence and the NZDF together
- Describe the main features of the Australian New Zealand Defence Relationship and understand the broad historical as well as strategic forces that are at play in CDR
- Understand the possible impact on future New Zealand defence policy of technology developments including information age effects, asymmetrical warfare, terrorism and other factors that need to be taken into account
- Discuss the possible nature of future strategic choices that may be open to New Zealand and within which capability and doctrinal matters will need to be resolved
- Have some understanding of the broader strategic implications for New Zealand of the defence policy choices we make, both now and in the future.

Course Content

Topic Once

Introduction to Defence Policy

- What is defence policy?
- How is defence policy related to foreign policy and how do both relate to national security policy?
- What are the characteristics of good policy advice in general, and good defence policy advice in particular?
- What constitutes power in international politics and why does the possession of power matter?

Topic Two

New Zealand Historical Context

- What has been the New Zealand national experience of war and to what extent does this experience impact on policy?
- How does the New Zealand experience differ from the Australian? What impacts do our different war experiences have on ongoing defence policy development?

- What was the broad history of New Zealand's involvement in the Versailles peace settlement and the League of Nations? To what extent do these early ventures onto the foreign policy stage impact on current New Zealand policy?
- What has New Zealand learnt in defence policy terms from its active involvement in both World Wars, and in a very wide variety of regional conflicts and peace support operations since then?
- What 'fixed mental attitudes' do New Zealanders tend to bring to the discussion of defence policy? Are these mental attitudes different to Australian ones, and if so, how?
- What is the broad history of the development of New Zealand defence policy since the Second World War? What are the continuities? What are the principal assumptions, implicit as well as explicit, that characterise New Zealand Deference White Papers?

Topic Three Current Defence Policy

- What are the key documents that outline current defence policy and what are the key features of this policy?
- What strategic assessments underpin current policy? How solid are the assumptions on which these assessments are built?
- How significant to the development of current policy approaches was the work of the Select Committee that prepared the report *Defence Beyond 2000?* To what extent, if at all, has the current government chosen to ignore the recommendations of this Committee?
- Why did the Select Committee find it impossible to achieve a working consensus on defence policy? How important was it that it was unable to find common ground on a number of key issues? What were these issues, and are they still important, and if so, why?
- What are the main achievements in defence policy terms of the present government? What 'unfinished business' (other than the NZ/US ANZUS dispute) remains?

Topic Four

Commentaries on Deference Policy under the Clark Government

- What has been the range of views expressed by Australian commentators on the present New Zealand government's approach to defence policy?
- What views have been expressed by New Zealand commentators? How significant have been the various criticisms levelled?
- To what extent has the government moved to meet the various criticisms on defence policy?
- Have subsequent developments in the international security climate helped the New Zealand government and if so, how? (i.e. have its views and judgments been vindicated, and if so how?)

Topic Five

Constitutional, Legal and Structural Issues in Defence

- What are the principal features of the constitutional and legal framework governing the New Zealand Defence Force and the Ministry of Defence?
- Does the present Defence Act help or hinder relations between the two main Defence agencies (i.e. the NZDF and the MOD)?
- What issues led to the Government's decision to launch a series of reviews of Defence including the Hunn Review of Responsibilities and Accountabilities within Defence (the RASA)?
- What were Don Hunn's main conclusions in his Review and what has the government done to implement them?

• How does the structure of the Defence organisations in New Zealand compare with that in Australia, Canada, the US and the UK?

Topic Six

Australia New Zealand Closer Deference Relationship

- What has been the broad history of the Australian New Zealand Defence Relationship?
- Where did CDR originate and what have been its achievements (if any)?
- What limitations on the ability of the two defence forces to operate together flow from present differences in strategic perception and policy?
- How important are these limitations and should there be a renewed effort to resolve them?

Topic Seven

Future Directions in Defence Policy

- Describe some of the factors that may impact on future New Zealand defence policy directions
- Evaluate the importance of the 'Revolution in Military Affairs' or RMA on policy development
- Should New Zealand seek to develop more of a distinctive 'niche' for itself in defence capability terms? What would be some of the advantages and disadvantages of moving more strongly in this direction?
- What does it mean for New Zealand to have a 'contributory approach' to defence capability? What are the strengths and weaknesses of this approach?
- Should New Zealand seek to rebuild its former defence alliance relationship with the United States and, if so, how?
- Describe the impact of 'asymmetry' and evaluate what can be done to meet the threat
- Can the global 'War on Terrorism' be won? How should we think about the nature of this struggle and what are some of the implications for New Zealand defence policy?

Topic Eight

Strategic Choices for New Zealand

- In very broad terms, what are the strategic choices that are open to New Zealand as it thinks about defence policy?
- What strategic concepts would you use to describe and define those choices?
- To what extent, if at all, would you say that geography impacts on New Zealand's future strategic choices and what is the nature of the impact?
- How relevant to the New Zealand defence policy maker is knowledge of New Zealand and world history? How would you go about framing a defence policy argument in historically significant terms? Name some specific incidents in history that you think may be significant to the present day policy maker and describe their significance.
- How does Australian thinking on its future defence choices differ from our own? How would you account for the differences? What are the principal features of the defence policy debate in Australia at the present time?
- Does New Zealand need another Defence White Paper at the present time and, if so, why, and if not, why not?

Topic Nine Conclusions

- What has been the role of national myth making in New Zealand as it relates to defence policy? Has the effect been broadly positive or negative? Do we need to rethink and reinvent our myths?
- What broad lessons for Defence policy has New Zealand learned from its recent extensive operational experiences in Bosnia, Bougainville, East Timor, the Solomon Islands, Afghanistan and Iraq?
- What challenges for the Defence Force and its future leadership arise from the broad strategic factors earlier discussed? Do you see present trends extending into the more or less indefinite future or will there be a point at which New Zealand will need to stand down from the current operational intensity to regroup, reform and re-equip?
- What does Michael Ignatieff mean by 'virtual war'? Do the factors he discusses apply to New Zealand? How would you see defence policy needing to change, if at all, to accommodate the matters discussed by Ignatieff?
- What does Barbara Tuchman mean by the 'March of Folly'? Why does she think that this is peculiarly a symptom of governments? Has New Zealand ever been guilty of folly on a national scale in terms that might resonate with Tuchman?
- What does Colin Gray mean by the term 'strategy eternal'? Critically evaluate his arguments and see to what extent his line of thinking might be applied in the New Zealand defence policy context.
- What was the essence of Churchill's argument in his maiden speech in Parliament when he criticised the proposed addition of two further Army corps to the British Army? What lessons drawn from British history was he suggesting Britain should rely on? Did subsequent history prove him right? What might be the relevance, if any, in New Zealand's present geopolitical circumstances?
- What enduring lesson for New Zealand's defence interests does Ian McGibbon draw attention to in his book 'Blue-Water Rationale? Would it be likely that a future Berendsen might argue in similar terms for the saliency of the main New Zealand effort being made in Europe (in the event of a global war), or have our geopolitical circumstances so changed that the argument could no longer be sustained?

Readings

Topic One Introduction to Defence Policy

Dillon, G. M. (1988), ed., *Defence Policy Making: A Comparative Analysis*. Leicester University Press. Ch. 1: 1-8.

John Garnett (1976). Defence Policy Making. In L. W. Martin, ed., The Management of Defence. London: Macmillan.

Edward Hallett Carr (1939), *Power in International Politics*, in *The Twenty Years' Crisis*, 1919 – 1939: An Introduction to the Study of International Relations. London: Macmillan.

Gerald Hensley (1993). *The Relationship Between Defence and Foreign Policy*. In A. Trotter, ed., *Fifty Years of Foreign Policy*. Papers from the 28th Foreign Policy School, 1993. Dunedin: University of Otago Press. Pp. 133–145.

Gary Hawke (1993) *Improving Policy Advice*. Introduction from Institute of Policy Studies monograph (1993). Wellington: Victoria University Press.

Topic Two

New Zealand Historical Context

Michael King (1981), New Zealanders and War in New Zealanders At War. Auckland: Penguin Books.

Margaret MacMillan (2001), Peacemakers: Six Months that Changed the World. London: John Murray.

W. David McIntyre and W. J. Gardner (1971), ed., *Speeches and Documents on New Zealand History: The Diplomacy of a Small State*. Oxford: Clarendon Press.

F. L. W. Wood (1958), *Impact of a Labour Government and Defence Policy* in *The New Zealand People at War: Political and External Affairs*. Historical Publications Branch, Department of Internal Affairs. Reprinted by Reed 1971.

F. L. W. Wood (1972), *Defence Perspectives: Political and Strategic Background*. Papers read at the 1972 Otago Foreign Policy School. Ken Keith, ed., Price Milburn for the NZIIA.

R. M. Mullins (1972), Defence Perspectives: Defence Outlook, ibid.

W. David McIntyre (1972), Defence Perspectives: Regional Collective Security: The Motives of New Zealand and Malaysia, ibid.

Hedley Bull (1972), Defence Perspectives: Australia-New Zealand Cooperation, ibid.

John Henderson (1991), *Changes in New Zealand Defence Policy*. In R. Kennaway and J. Henderson, eds., *Beyond New Zealand II: Foreign Policy in the 1990s*, Auckland: Longman Paul. Ch. 7: 82 – 93.

Topic Three Current Defence Policy

A. The Foundation Documents:

The Government's Defence Policy Framework (June 2000)

Government Defence Statement (May 2001)

Defence Long-Term Development Plan (Originally Issued June 2002 and Updated June 2003)

B. <u>Underpinned by:</u>

External Assessments Bureau Strategic Assessment 2000 (updated 2001)

Ministry of Foreign Affairs and Trade New Zealand's Foreign and Security Policy Challenges (June 2000)

Report of the Foreign Affairs, Defence and Trade Committee *Inquiry into Defence Beyond 2000* (August 1999)

Government Members' Minority Report (ibid)

Government Response to *The Inquiry into Defence Beyond 2000*. Presented to the House of Representatives in accordance with Standing Order 251 (October 1999).

C. Recent Supporting Papers:

Ministry of Defence Annual Report 2003 (accessed 03/05/04 at www.defence.govt.nz)

Ministry of Defence Statement of Intent 1 July 2003 – 30 June 2004 (ibid)

Graham Fortune (July 2002) *New Zealand Defence Policy and the Pacific*. Paper presented at an NZIIA conference on New Zealand and the Pacific. Gerald McGhie and Bruce Brown eds., NZIIA, Wellington.

D. <u>Immediate Antecedents:</u>

Government White Paper on Defence (1997) The Shape of New Zealand's Defence

Government White Paper on Defence (1991) The Defence of New Zealand

Gerald Hensley (1992) *The Development of the 1991 Defence White Paper*. Address to the Military Studies Centre.

Topic Four

Commentaries on Defence Policy under the Clark Government

Hugh White (2003) *Refocusing the Dialogue on Strategic Cooperation*. In New Zealand International Review Vol XXVIII, No 1. Jan/Feb 2003.

Simon Upton (Nov 2002) Sense From Across the Tasman. In Trans Tasman 7/11/02.

Gerard Henderson (April 2003) *Neighbours are Now Just Friends*. The Sydney Institute. Retrieved from www.smh.com.au on 03/05/04.

Extract from Australian Parliamentary Report on visit to New Zealand sponsored under the 2003 New Zealand Parliamentary Committee Exchange Programme. New Zealand Defence Policy and Maritime Strategy: Conclusions

David Cohen and Shawn Donnan (May 2001) Aussies and Kiwis at Odds on Defence Readiness. In The Christian Science Monitor 05/11/2001.

Colin James (2001) An Unequal Matter. In The Australian 20/11/2001.

Richard Bolt, Gerald Hensley, Ewan Jamieson, Robin Klitscher, Denis McLean and Somerford Teagle (June 2002) *Choice or Chance? New Zealanders Thinking About Defence Policy: A Green Paper on Defence.* Published by Silent Majority and retrieved from www.sm.org.nz on 03/05/04.

Gerald Hensley (2003) Will New Zealand Ever Rejoin ANZUS? In Policy, Spring 2003. Retrieved from www.cis.org.au on 03/05/04.

David Dickens (September 2000) *New Zealand Defence: Stocktake and Prospects*. Address as the (then) Director, Centre for Strategic Studies, VUW to the Dunedin Branch, NZIIA. Retrieved from Defence Library vertical files on 03/05/04.

David Dickens (March 1999) An Independent Review of the Select Committee's Interim Report: Inquiry into Defence Beyond 2000. ibid

Stephen Hoadley (March 1999) Submission to the Select Committee Responding to the Interim Report Defence Beyond 2000. ibid

Stephen Hoadley (December 1999) F-16 Diplomacy. Press release. Ibid.

Topic Five

Constitutional, Legal and Structural Issues in Defence

Jim Rolfe (1993) *The Policy Environment*. In *Defending New Zealand: A Study of Structures, Processes and Relationships*. Wellington: Institute of Policy Studies, Victoria University. Ch 2: 20 – 55.

Lance Beath (1999) *Critical Assumptions Behind NZDF/MOD Reorganisation Proposals*. Presentation to Defence Working Group Meeting, University of Waikato, 1-2 May, 1999.

Lance Beath (1999) Principal Features of the Agenda for Improved Organisational Performance in the New Zealand Public Sector (with special reference to the Defence organisations). Unpublished paper. VUW School of Government.

Lance Beath (1999) The Separation of Policy Responsibility Between the NZDF and the MOD. A Case Study of Organisational and Other Issues Affecting the Quality and Delivery of Policy Advice from the Defence Organisations Together with Reflections on an Appropriate Intervention Strategy. Unpublished paper. VUW School of Government.

Don Hunn (2002) Review of Accountabilities and Structural Arrangements between the Ministry of Defence and the New Zealand Defence Force. Executive Summary. Ch 1: Introduction. Ch 2: Other Matters to be Taken Into Account. Annexes: Ministerial Press Release Announcing the Review; Terms of Reference; Summary Extracts from the Ansell/White Review; Legal Analysis of New Zealand's Defence Legislation; Summary of Legal Judgements Pertaining to an Attempt to Obtain a Judicial Review of the Decision to Disband the Air Combat Force; and, Culled Structural Options.

Hon Mark Burton (2003) *Press Statement: Appointments Important Step for Defence*. Retrieved from www.beehive.govt.nz 03/05/04.

Topic Six

Australia New Zealand Closer Defence Relationship

Chris Pugsley (2004) *The ANZAC Experience: New Zealand, Australia and Empire in the First World War.* Auckland: Reed Books.

Allan Behm (2001) *Defence and Security Across the Tasman*. Paper delivered to a conference organised by the Stout Research Centre/Institute of Policy Studies, Victoria University of Wellington, to mark the 100th anniversary of Australia's Centenary of Federation. Paper published in *States of Mind: Australia and New Zealand 1901 – 2001*. Wellington: Institute of Policy Studies (2002).

Lance Beath (2001) Imagination, Ambition, Vision and Realism: Moving Forward in the Defence Relationship with Australia, or, 'The Story of Little Babaji'.

Stewart Woodman (1993) Myths and Realities: The Purpose and Rationale for Closer Defence Relations Between Australia and New Zealand in the 1990s. Paper delivered to a conference organised by the

Australian Defence Studies Centre on CDR. Published in Australia New Zealand Closer Defence Relationships. Robert Hall ed., ADSC 1993.

Ramesh Thakur (1993) Closer Defence Relations: Costs and Benefits to New Zealand. Ibid.

Robin Klitscher, Lance Beath, Brendan O'Loghlin, Jim Nockels (1993) *Making CDR Happen: The Views of the Practitioners*. Ibid.

Cartoon acknowledgements: Ian Grant (2001) The Other Side of the Ditch. A Cartoon Century in the New Zealand-Australia Relationship. New Zealand Cartoon Archive, Alexander Turnbull Library. Auckland: Publishing Press.

Topic Seven

Future Directions in Defence Policy

Michael Ignatieff (2000) The Virtual Commander. In Virtual War, Chatto & Windus, London.

Alan Stephens (1999) Kosovo, or the Future of War. Working Paper No. 54, August 1999.

Colin Gray (2002) Thinking Asymmetrically in Times of Terror. Parameters, Spring 2002, pp. 5 – 14.

Kenneth McKenzie (2000) *The Revenge of the Melians: Asymmetric Threats and the Next QDR*. McNair Paper 62. Institute for National Strategic Studies, National Defence University, Washington, D.C. 2000.

Beatrice Heuser (2002) *Politics, the Trinity and Civil-Military Relations* and *Clausewitz's Relevence in the Twenty-First Century.* In *Reading Clausewitz.* London: Pimlico 2002.

Ivan Arreguin-Toft (2001) *How the Weak Win Wars: A Theory of Asymmetric Conflict.* International Security Vol. 26, No. 1, pp. 93-128.

Michael Howard (2001) What's in a Name? How to Fight Terrorism. Foreign Affairs, Jan-Feb 2002, pp. 8-13.

Peter Wilson, John Gordon, David Johnson (2003-04) An Alternative Future Force: Building a Better Army. Parameters Vol. XXXIII, No. 4. Winter 2003-04.

Colin Gray History for Strategists: British Seapower as a Relevant Past. In Seapower: Theory and Practice.

Eliot Cohen (1994) The Mystique of U.S. Air Power. Foreign Affairs, Jan/Feb 1994, pp. 109-124.

Eric Clemons and Jason Santamaria (2002) *Manoeuver Warfare: Can Modern Military Strategy Lead You to Victory?* Harvard Business Review, April 2002, pp. 56-65

Colin Gray (2002) *High Concept*. In *Strategy for Chaos: Revolutions in Military Affairs and the Evidence of History*. London: Frank Cass Publishers.

George Friedman (2004) *Beyond Iraq*. The Stratfor Weekly. Retrieved from <u>www.stratfor.com</u> on 21/01/04.

Bruce Ferguson (2002) Way Ahead for the New Zealand Defence Force. Speech by Chief of the Defence Force Air Marshal Bruce Ferguson to the New Zealand Institute for International Affairs, Wellington, 22 August 2002.

Topic Eight Strategic Choices for New Zealand

Colin James (1992) *The Push to Independence*. In *New Territory: The Transformation of New Zealand 1984-92*. Wellington: Bridget Williams Books Ltd.

Ramesh Thakur (1984) Port Access and Alliance Management and Conclusion. In In Defence of New Zealand: Foreign Policy Choices in the Nuclear Age. Boulder: Westview Press.

Stephen Hoadley (1989) *Defence*. In *The New Zealand Foreign Affairs Handbook*. Auckland: Oxford University Press. Contains text of relevant parts of the NZ Non-Nuclear Legislation, the ANZUS Treaty and other defence pacts.

David Lange (1993) Transcript of Interview on ANZAC Ships 11 September 1993.

Malcolm Templeton (1986) What are the Choices? In Defence and Security: What New Zealand Needs. Institute of Policy Studies. Wellington: Victoria University Press.

Ian McGibbon (1999) New Zealand Defence Policy from Vietnam to the Gulf. In New Zealand in World Affairs 1972-1990. Bruce Brown ed., New Zealand Institute of International Affairs. Wellington: Victoria University Press 1999.

George Friedman (2004) *The Geopolitics of Alliance*. The Stratfor Weekly. Retrieved from www.stratfor.com on 08/02/04.

Hugh White (2002) Australian Defence Policy and the Possibility of War. Australian Journal of International Affairs, Vol. 56, No. 2, pp. 253-264, 2002.

Alan Dupont (2003) *Transformation or stagnation? Rethinking Australia's defence*. Australian Journal of International Affairs, Vol. 57, No. 1, pp. 55-76, 2003.

Lance Beath (2001) Why New Zealand Needs Another Defence White Paper. New Zealand International Review, September/October 2001, VOL XXVI, No 5.

Topic Nine Conclusions

Chris Pugsley (2004) Epilogue: The Anzac Experience. Auckland: Reed Publishing.

John Crawford and Glyn Harper (2001) *Planning and Preparation for Possible Operations in East Timor* and *Conclusion*. Operation East Timor: The New Zealand Defence Force in East Timor 1999-2001. Auckland: Reed Publishing.

Joel Hayward (2003) Current and Future Challenges for New Zealand Commanders. In Born to Lead? Portraits of New Zealand Commanders. Edited by Glyn Harper and Joel Hayward. Auckland: Exisle Publishing.

Paul Monk (2003) Rethinking the Defence of Australia. Defender. The Australian Defence Association Journal. Spring 2003.

Michael Ignatieff (2000) Virtual War. London: Chatto & Windus.

Barbara Tuchman (1984) The March of Folly. From Troy to Vietnam. Michael Joseph Ltd.

Colin Gray (1999) Strategy Eternal. In Modern Strategy. Oxford University Press.

Roy Jenkins (2001) Churchill. London: Macmillan Books.

Ian McGibbon (1981) Blue-Water Rationale. The Naval Defence of New Zealand 1914-1942. Introduction and Background. At Annex copy of Memorandum Berendsen to Savage October 1938 commenting on the particular salience of the European theatre for the defence of the New Zealand dominion. Historical Publications Branch. Wellington.

Expected Workload

In addition to attendance at the two-day contact course on 6-7 September 2006, course members can expect to spend an average of 6-8 hours per week on their course readings, study and writing of assignments.

Assessment Requirements

All written work should be submitted before the final examination date. A summary of the course assessment is outlined below

In addition to attendance at the two day contact course (worth 10% of the final grade) and completion of the final examination (40% of the final grade), students are required to write three assignments. These should be typed double-spaced and have ample margins on teach side for marking comments.

Assignment	Due Date	Word Length	% of Final Grade
1	31 August 2006	1,500	10%
2	18 September 2006	2,000	15%
3	16 October 2006	2,500	25%

Assignment topics

Assignment One:

Write an essay on any **ONE** of the following topics:

- 1. How is defence policy related to foreign policy and how do both relate to national security policy? Illustrate your answer with reference to New Zealand.
- 2. What are the characteristics of good policy advice in general, and good defence policy advice in particular? Illustrate with reference to a contemporary issue in New Zealand defence policy.
- 3. What constitutes power in international politics and why does the possession of power matter? You may analyse and cast your response in either realist or idealist terms (but remember to define your terms as you develop your answer).

Assignment Two:

Write an essay on any **ONE** of the following topics:

- 1. What has been the New Zealand national experience of war and to what extent does this experience impact on policy.
- 2. How does the New Zealand experience differ from the Australian? What impacts do our different war experiences have on ongoing defence policy development?
- 3. What was the broad history of new Zealand's involvement in the Versailles peace settlement and the League of Nations? To what extent do these early ventures on to the foreign policy stage impact on current New Zealand policy?
- 4. What has New Zealand learnt (or should have learnt) in defence policy terms from its active involvement in both World Wars, and in a very wide variety of regional conflicts and peace support operations since then?
- 5. What 'fixed mental attitudes' do new Zealanders tend to bring to the discussion of defence policy? Are these mental attitudes different to Australian ones, and if so how?

Assignment Three:

- 1. How significant to the development of current New Zealand defence policy approaches was the work of the Select Committee that prepared the report Defence Beyond 2000? To what extent, if at all, has the current government chosen to ignore the recommendations of this Committee?
- 2. Why did the Select committee find it impossible to achieve a working consensus on defence policy? How important was it that it was unable to find common ground on a number of key issues? What were these issues, and are they still important, and if so why?
- 3. What are the main achievements in defence policy terms of the present government? What 'unfinished business' (other than the NZ/US ANZUS dispute) remains?

Please post / hand-in ALL assignments to:

Francine McGee, School of Government, Victoria University of Wellington, Level 8 Reception, Rutherford House, 23 Lambton Quay, P.O. Box 600, Wellington.

Students should keep a copy of all submitted work.

ANZSOG candidates taking this course as an elective should note that they take it for 24 points, and not 15 points. Accordingly, the learning outcomes to be achieved by ANZSOG candidates are wider and deeper than those expected for non-ANZSOG candidates. The content of those learning outcomes, and the means whereby they will be assessed, will be negotiated and confirmed with the course co-ordinator at the start of the course.

Communication of Additional Information

Any additional information that needs to be communicated to course members will be sent out individually by email.

Penalties

The ability to plan for and meet deadlines is a core competency of both advanced study and public management. Failure to meet deadlines disrupts course planning and is unfair on students who do submit their work on time. It is expected therefore that you will complete and hand in assignments by the due date. Marks will be deducted at the rate of five for every working day by which the assignment is late (weekends and public holidays excluded) and no assignments will be accepted after five working days beyond the date they are due. For out of town students, two calendar days' grace is given to allow for time in the post. **Electronic versions of assignments may be submitted by email, but MUST be followed by a hard copy.**

If ill-health, family bereavement or other personal emergencies prevent you from meeting the deadline for submitting your assignments, you can apply for, and may be granted, an extension to the due date. **Note that this applies only to extreme unforeseen circumstances and is not necessarily awarded.** You should let your course co-ordinator/lecturer know as soon as possible in advance of the deadline if you are seeking an extension.

Mandatory Course Requirements

To fulfil the mandatory course requirements for this course, you are required to:

- 1. submit all assignments by the due date, unless you have been granted an extension; and
- 2. attend all contact sessions of the course.

Faculty of Commerce and Administration Offices

Railway West Wing (RWW) - FCA Student and Academic Services Office

The Faculty's Student and Academic Services Office is located on the ground and first floors of the Railway West Wing. The ground floor counter is the first point of contact for general enquiries and FCA forms. Student Administration Advisers are available to discuss course status and give further advice about FCA qualifications. To check for opening hours, call the Student and Academic Services Office on (04) 463-5376.

Easterfield (EA) - FCA/Education/Law Kelburn Office

The Kelburn Campus Office for the Faculties of Commerce and Administration, Education and Law is situated in the Easterfield Building - it includes the ground floor reception desk (EA 005) and offices 125a to 131 (level 1). The office is available for the following:

- Duty tutors for student contact and advice.
- Information concerning administrative and academic matters.
- Forms for FCA Student and Academic Services (e.g. application for academic transcripts, requests for degree audit, COP requests).
- Examinations-related information during the examination period.

To check for opening hours call the Student and Academic Services Office on (04) 463-5376.

General University Policies and Statutes

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied. See the Victoria University Calendar available in hard copy or under 'About Victoria' on the VUW home page at www.vuw.ac.nz.

Student 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 are to be taken if there is a complaint. For information about complaint procedures under the Statute on Student Conduct, contact the Facilitator and **Disputes** Advisor refer to the statute the **VUW** policy website on www.vuw.ac.nz/policy/studentconduct. The Policy on Staff Conduct 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; class representatives may be able to help you in this. If you are not satisfied with the result of that meeting, see the Head of School or the relevant Associate Dean; VUWSA Education Co-ordinators are available to assist in 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 at www.vuw.ac.nz/policy/academicgrievances.

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. The University defines plagiarism as follows:

The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other student or staff.

It is still plagiarism even if you re-structure the material or present it in your own style or words.

Note: It is, however, perfectly acceptable to include the work of others as long as that is acknowledged by appropriate referencing.

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct and may be penalised severely. Consequences of being found guilty of plagiarism can include:

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

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

Students with Impairments

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities the same opportunity as 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, please contact the Course Co-ordinator as early in the course as possible. Alternatively, you may wish to approach a Student Adviser from Disability Support Services (DSS) to discuss your individual needs and the available options and support on a confidential basis. DSS are located on Level 1, Robert Stout Building, telephone (04) 463-6070, email disability@vuw.ac.nz. The name of your School's Disability Liaison Person is in the relevant prospectus or can be obtained from the School Office or DSS.

Student Support

Staff at Victoria want students to have positive learning experiences at the University. Each Faculty has a designated staff member who can either help you directly if your academic progress is causing you concern, or quickly put you in contact with someone who can. Assistance for specific groups is also available from the Kaiwawao Māori, Manaaki Pihipihinga or Victoria International.

In addition, the Student Services Group (email <u>student-services@vuw.ac.nz</u>) is available to provide a variety of support and services. Find out more at <u>www.vuw.ac.nz/st_services/</u>.

VUWSA employs 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 (telephone (04) 463-6983 or (04) 463-6984, email education@vuwsa.org.nz) is located on the ground floor, Student Union Building.

<u>Manaaki Pihipihinga - Maori and Pacific Mentoring Programme (Faculty of Commerce and Administration)</u>

This is a mentoring service for Maori and Pacific students studying at all levels. Weekly one hour sessions are held at the Kelburn and Pipitea Campuses in the Mentoring Rooms, 14 Kelburn Parade, and Room 210 and 211, Level 2, Railway West Wing. Sessions cover drafting and discussing assignments, essay writing, and any questions that may arise from tutorials and/or lectures. A computer suite networked to Cyber Commons is available for student use.

To register with Manaaki Pihipihinga, please contact one of the following:

Puawai Wereta Room 210, Level 2 Railway West Wing

Tel. (04) 463-8997

Email: puawai.wereta@vuw.ac.nz

Fa'afoi Seiuli Room 109 B 14 Kelburn Parade Tel. (04) 463-5842

Email: <u>faafoi.seiuli@vuw.ac.nz</u>