

VICTORIA UNIVERSITY OF WELLINGTON
Te Whare Wānanga o te Ūpoko o te Ika a Māui



School of History, Philosophy, Political Science and International Relations

Political Science and International Relations

POLS / INTP 359 — 2006
CRN 8316 / CRN 13552

Directed Individual Study

- Course Coordinator:** Professor Margaret Clark
Room: MY515, Phone: 463 5262
Email: Margaret.Clark@vuw.ac.nz
- In-term work:** Research project and regular reports thereon.
- Assessment:** Research project (5,000-7,000 words) 100%
- Work Guidelines:** The workload in this course conforms with the University guidelines on workloads.
- Mandatory Course Requirements:** Submission of research paper **4.30 pm, Wednesday 7 February 2007** either by hand or electronically.
- Research Project:** This should be approximately 5,000-7,000 words in total. Written research project proposals should be submitted by **1 December 2006**. Students are encouraged to discuss possible research projects with the course organiser before settling upon a topic. The research project must be submitted no later than **4.30 pm, Friday 7 February 2007**. It is the obligation of students to keep in touch over the summer and to report regularly on progress.
- Aim and Course Objectives:**
This directed individual study is for those who have already studied intensively in Political Science or International Relations, but who need a course to finish their POLS major and/or their degree, and wish to complete a research project in the POLS area.

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 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 or, if you are not satisfied with the result of that meeting, see the Head of School or the relevant Associate Dean 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 Grievance Policy which is published on the VUW website:

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. 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 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 Disabilities

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities an 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, 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 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:

Telephone: 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 Administrative Assistant.

Student Support

Staff at Victoria want students' learning experiences at the University to be positive. If your academic progress is causing you concern, the following staff members will either help you directly or quickly put you in contact with someone who can.

| | Staff member | Location |
|---|---------------------|------------------------------|
| FHSS | Dr Allison Kirkman | Murphy Building, room 407 |
| Law | Kirstin Harvey | Old Govt Building, room 103 |
| Science, and Architecture and Design | Liz Richardson | Cotton Building, room 150 |
| Commerce and Administration | Colin Jeffcoat | Railway West Wing, room 119 |
| Kaiwawao Maori | Liz Rawhiti | Old Kirk, room 007 |
| Manaaki Pihipihinga | Melissa Dunlop | 14 Kelburn Parade, room 109D |
| Victoria International | Matthias Nebel | Rutherford House, room 206 |

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/

Email: student-services@vuw.ac.nz.

VUWSA employs two Education Coordinators 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:

Telephone 463 6983 or 463 6984

Email: education@vuwsa.org.nz.