



Course: POLI 380 (003) 2020W1

Course Schedule: **5:00-7:00pm Mondays ONLINE**

(Class attendance - online *once-a-week* - is VERY important)

Class is a **Learning Event** not an information-transmission period.

Instructor: Fred Cutler

Office location: Buch C408

Office hours: Wed 3-4.30pm online, or appt by email.

E-mail: fred.cutler@ubc.ca

Web: canvas.ubc.ca

Course Description (from calendar):

An Introduction to Quantitative Methods in the Study of Political Science.

Format of the course:

First : Students proceed through the learning material on the UBC Canvas website.

Second : Class time online will be used for a range of activities, often in breakout groups, to learn the material actively. No Lectures! TopHat will be used extensively to get everyone answering questions.

Third : All assessments (tests, assignments, exam, participation) are primarily learning exercises and only secondarily grade-generating exercises. (Please, please, try to ignore your educational socialization and understand this).

Fourth : A lab workbook & online recorded videos guide students to learn statistical software and reinforce the conceptual material of the course. There will be office hours for help with these skills.

Required Reading:

1. Kellstedt, Paul and Guy Whitten. *The Fundamentals of Political Science Research*. (edition 1 or 2 or 3)
order this book – paper or ebook – online somehow
2. Lab Workbook (download pdf from Canvas site)
3. A few readings linked from the course website

Software:

1. Stata. This is the software we use to analyze data. Thanks to the Faculty of Arts, it's now free for student use in POLI380. Go to <https://ubc.onthehub.com/WebStore/Welcome.aspx>. Make sure you select Windows or Mac and copy and screenshot the serial number and stuff when you're about to hit download. You'll need all those codes to initialize the license.
 2. TopHat. This is a classroom response system provided by the Faculty of Arts (not by UBC, because UBC is failed federalism!). Do not pay individually for TopHat. You create a free account and then use the join code listed on the Canvas site.
 3. Microsoft Teams. You will need a new student.ubc.ca email. Get this from <https://www.myaccount.ubc.ca/myAccount/>. Once this is created and you can log in with it, use this link to sign up for our class Teams site.
<https://teams.microsoft.com/l/team/19%3ac5a9f8ed81c3469583618baa543a006c%40thread.tacv2/conversations?groupId=0b5daca1-b59e-414d-9dac-d13506841437&tenantId=2fff08c9-91d4-4fc8-bbdd-dd59b7414ddb>
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Evaluation:

1. Four **Assignments** submitted on Canvas. They are due at 11pm on the day they're due.

Assignment	Due Date	Share of final grade
1	Oct 11	15%
2	November 3	15%
3	December 2	20%
4	December 18	20%

2. Four **mini-tests** worth 5% each (20%). Dates to be announced on Canvas site.
These are learning exercises. Yes, they're tests, but they are really just practice at the skills you will be learning in 380. They're to help you learn by actually doing the things we're learning.
3. **Class preparation** 5%. Prior to class time, there will be short quizzes on Canvas where you demonstrate that you completed the online learning module.
4. **Class participation** 5%. Based on the frequency of your responses to questions on the Tophat classroom response system. Your grade is based on participation. It does not matter if your answers are correct.
5. **THERE IS NO FINAL EXAMINATION**

Other elements often found on a syllabus: including learning objectives, a schedule of topics covered, etc can be found on the course website through canvas.ubc.ca

COURSE MODULES (DATES TBA)

[Class 1 – Sept 14 - Introducing the course](#)

[Class 2 – Sept 21 - Framework of Empirical Social Science](#)

[Class 3 – Sept 28 - Measurement, Data, and Samples](#)

[Class 4 – Oct 5 - Summarizing Data](#)

[Class 5 – Oct 12 - The Structure of Randomness](#)

[\(Thanksgiving Day but you're paying tuition so I'll hold class, record it, and omit it from the participation grade.\)](#)

[Class 6 Oct 19 - Samples, the Sampling Distribution, and Estimates of Uncertainty](#)

[Class 7 – Oct 26 - Two-Variable Relationships](#)

[Class 8 – Nov 2 - Difference of Means](#)

[Class 9 – Nov 9 - Regression](#)

[Class 10 – Nov 16 - Regression Inference](#)

[Class 11 – Nov 23 - Multiple Regression](#)

[Class 12 – Nov 30 - Putting it all together](#)

Course policies:

All normal UBC policies for student behaviour, attendance, and academic integrity apply in this course. For a refresher and/or more details, see:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,0,0,0>

Students **MUST RETAIN AN ELECTRONIC COPY OF ALL SUBMITTED ASSIGNMENTS**. DO NOT do the assignments and then walk away without saving all relevant files somewhere you can get at them. Don't submit an assignment if you don't have it in a saved file you can get at in case there are problems with the upload.

Late assignments: Late assignments don't work in this course because I have to get them graded quickly and an answer sheet posted. So, without documentation from Arts Advising, late assignments are penalized 10% per day (any day of the week) and cannot be submitted more than seven days after the due date.

Academic Concession: If you miss marked coursework for the first time (assignment, exam, presentation, participation in class) and the course is still in-progress, immediately submit a Student Self-Declaration to me so that your in-term concession case can be evaluated. If this is not the first time you have requested concession or classes are over, fill out Arts Academic Advising's online academic concession form immediately, so that an advisor can evaluate your concession case. If you are a student in a different Faculty, please consult your Faculty's webpage on academic concession, and then contact me where appropriate.

TurnItIn: UBC subscribes to TurnItIn.com, an electronic resource that checks textual material for its integrity. The Political Science Department at UBC is committed to using TurnItIn.com to check for cases of plagiarism, ***so you will be required to submit Assignment 3 electronically to TurnItIn as well as submitting it via Canvas.*** Turnitin details will be provided with assignment 3. For more information, a page describing TurnItIn, and UBC's reasons for using it is available at: <https://academic.ubc.ca/integrity/turnitin-at-ubc/>

General Academic Policies

- Attendance at weekly learning events (what you might call 'class') will probably result in more and longer-lasting skills learning than if you don't attend.
- All assignments must be completed and handed in.
- Read the university calendar so that you are aware of no-penalty drop dates, requirements for medical authorization (to defer an exam, for example) and other procedures that may affect you.
- Students who wish to appeal grades assigned to their academic work may do so. The initial appeal

should be made to the course instructor. If the student remains unsatisfied with this process, he/she may proceed to the head of the department or further to a formal committee established in accordance with University policies.

- Religious holidays – UBC permits students who are scheduled to attend classes or write examinations on holy days of their religions to notify their instructor in advance of these days and their wish to observe them by absenting themselves from class or examination. Instructors provide opportunity for students to make up work or examinations missed without penalty. (Policy # 65.)
- UBC is committed to the academic success of students with disabilities. UBC's policy on Academic Accommodations for students with disabilities aims to remove barriers and provide equal access to University services, ensure fair and consistent treatment of all students, and to create a welcoming environment. Students with a disability should first meet with a Disability Resource Centre (DRC) advisor to determine what accommodations/services you are eligible for.

Academic Integrity and Responsibility

As a member of this class, you are responsible for contributing to the course objectives through your participation in class activities and your work on essays, exams, and other projects. In the process of coming into your own as an independent, responsible participant in the academic community, you are encouraged to seek advice, clarification, and guidance in your learning from your instructor and/or Teaching Assistant. If you decide to seek help beyond the resources of this course, you are responsible for ensuring that this help does not lead you to submit others' work as your own. If an outside tutor or other person helps you, show this policy to your tutor or helper: make sure you both understand the limits of this person's permissible contribution. If you are uncertain, consult your instructor or TA.

Academic communities depend on their members' honesty and integrity in representing the sources of reasoning, claims, and wordings that appear in their work. Like any other member of the academic community, you will be held responsible for the accurate representation of your sources: the means by which you produced the work you are submitting. If you are found to have misrepresented your sources and to have submitted others' work as your own, penalties may follow. Your case may be forwarded to the Head of the department, who may decide that you should receive zero for the assignment. The Head will report your case to the Dean's Office, where the report will remain on file. The Head may decide, in consultation with your instructor, that a greater penalty is called for, and will forward your case to the Dean's Office. After an interview in the Dean's Office, your case may be forwarded to the President's Advisory Committee on Academic Misconduct. Following a hearing in which you will be asked to account for your actions, the President may apply penalties including zero for the assignment; zero for the course; suspension from the university for a period ranging from 4 to 24 months; a notation on your permanent record. The penalty may be a combination of these.

Academic communities also depend on their members' living up to the commitments they make. By enrolling in this course, you make commitments to an academic community: you are responsible for meeting deadlines and engaging in class activities. If you find that you cannot meet a deadline or cannot participate in a course activity, discuss your situation with your instructor before the deadline or before your absence.

Like any academic author submitting work for review and evaluation, you are guaranteeing that

the work you submit for this course has not already been submitted for credit in another course. Your submitting work from another course, without your instructor's prior agreement, may result in penalties such as those applied to the misrepresentation of sources.

Illness and Absence

If you experience medical, emotional, or personal problems that affect your attendance or academic performance, please notify Arts Academic Advising. If you are registered with Access and Diversity, you should notify your instructor at least two weeks before examination dates. If you are planning to be absent for varsity athletics, family obligations, or other commitments, you should discuss your commitments with the instructor before the drop date.

Reach out and ask for help if you need it

University students often encounter setbacks from time to time that can impact academic performance. If you run into difficulties and need assistance, I encourage you to contact me by email. I will do my best to support your success during the term. This includes identifying concerns I may have about your academic progress or wellbeing through Early Alert. With Early Alert, faculty members can connect you with advisors who offer students support and assistance getting back on track to success. Only specialized UBC advisors are able to access any concerns I may identify, and Early Alert does not affect your academic record. For more information about Early Alert, visit earlyalert.ubc.ca. For information about addressing mental or physical health concerns, including seeing a UBC counselor or doctor, visit students.ubc.ca/livewell

Equity and Harassment

UBC is committed to equity (including but not limited to gender equity) and fostering a safe learning environment for everyone. All peoples should be able to study, work, and learn in a supportive environment that is free from sexual violence, harassment, and discrimination. UBC's Policy #3 on Discrimination and Harassment defines harassment as: "unwanted and unwelcome attention from a person who knows, or ought to know, that the behaviour is unwelcome. Harassment can range from written or spoken comments to unwanted jokes, gifts, and physical assault, and may be accompanied by threats or promises regarding work or study opportunities and conditions. Harassment can be either a single incident or a series of related incidents." Such behavior is not acceptable and will not be tolerated at UBC. If you or someone you know has encountered sexual violence or harassment, you can find confidential support and resources at the AMS Sexual Assault Support Centre, (SASC), and the Equity and Inclusion Office. The SASC is an all-genders service that serves the UBC-Vancouver campus community and is committed to creating a safer campus community, free from sexualized violence. Their work is informed by feminism, anti-oppression and recognition of intersectionality. The Equity and Inclusion Office is committed to fostering a community in which human rights are respected and equity and diversity are integral to university life.

Resources are available at:

Sexual Assault Support Centre, (SASC)
249M, Student Union Building, UBC

604-827-5180
sasc@ams.ubc.ca
<http://amssasc.ca>

Equity and Inclusion Office
2306 – 1874 East Mall (Brock Hall)
604.822.6353
equity@equity.ubc.ca
<http://equity.ubc.ca>

Respectful University Environment

UBC recognizes that “the best possible environment for working, learning and living is one in which respect, civility, diversity, opportunity and inclusion are valued.” The full *UBC Statement on Respectful Environment for Students, Faculty and Staff* can be found at <http://www.hr.ubc.ca/respectful-environment/files/UBC-Statement-on-Respectful-Environment-2014.pdf>. Students should read this statement carefully and take note of both the protections and the responsibilities that it outlines for all members of the UBC community. Students should also review the Student Code of Conduct, at: <http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,54,750,0>

This course values frank discussion, healthy debate, and the free and respectful exchange of ideas. Students are welcome to voice and defend their views, which may differ from those of other students or of the instructor. However, disrespectful behavior, including bullying and harassment, will not be tolerated. The instructor and teaching assistant will be professional and respectful in all their exchanges with students, and students will exercise similar professionalism and respect in their interactions with each other, with the teaching assistant, and with the instructor.

If you have any concerns about the class environment, please raise them with the instructor. You also have the options of contacting the Head of the Political Science Department, UBC’s Equity and Inclusion Office (<http://equity.ubc.ca>), or the UBC Ombudsperson for Students (<http://ombudsoffice.ubc.ca/contactus/>).