

**PATHWAYS: APPROACHING LIFE WITH A POLITICAL SCIENCE
DEGREE
POLITICAL SCIENCE 4AL3
Fall 2022**

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Course Description

This course will assist in preparing students to transition from their undergraduate education in Political Science to graduate or professional schools, first jobs, and careers. Students will review and practice writing skills; presentation skills; resume development; networking; problem-solving; among other academic and life skills. The course will draw on the expert knowledge and staff from the following units within the university: Student Success Centre (<https://studentsuccess.mcmaster.ca/>), Careers & Experiential Education, Faculty of Social Science (<https://experiential-ed.mcmaster.ca/>) and University Advancement.

Course Objectives

By the end of the course students should be able to:

- Identify multiple possible career pathways especially well-suited for political science students;
- Articulate their own personal career interests, options, and plans;
- Apply an interdisciplinary political science lens to contemporary issues in career development practice, education-to-workforce pathways, academic work, workforce development policy, and the changing workplace;
- Make connections between individual alumni experiences, wider social, political and economic issues, and their own individual career development goals;
- Communicate their own relevant skills and experiences effectively in a job search context;
- Network effectively through in-person, asynchronous virtual, and asynchronous digital interactions;

Required Materials and Texts

- All links are available on Avenue to Learn

Class Format

Typical Session Format:

2:30 – 3:45+	Guest Speaker and Career Development Component	
3:45 – 4:00	Break	
4:00 – 5:00+	Research-Based Readings Discussion	

Course Evaluation – Overview

1. Preparation and Participation (20%), ongoing

2. Reflection Following the Meet and Greet Event (10%), due Oct 23
3. Research Paper (20%), due Sunday Oct 30
4. Hiring Committee Report (10%), due Sunday, Nov 6
5. Flip video report on mentorship meeting (20%), due Sunday, Nov 27
6. Career Development Assignment (20%), due Sunday, Dec 4

Course Evaluation – Details

1) Preparation and Participation (20%), ongoing

Your participation is an essential part of this course. You will be responsible for participating in both parts of the class, when appropriate, each week. The first hour or so of each class will be devoted to career development for political science graduates. The second hour will focus on applying a political science lens to discuss issues and trends in the world of work, with particular focus on workplaces most relevant to graduating political science students.

Each week, all students will be given 1-2 CERIC literature searches resource lists, clustered by a theme, which will sometimes complement what was discussed in the first half of the class, but not necessarily. Each week students will be asked to browse the reading list according to their interests, select one or more documents to skim/read, and then compose and **submit a brief note on one (1) reading in advance of class**. Please submit these notes on Avenue to Learn with a simple 'text submission'. Two missed weeks are permissible.

In the second hour of class, students will discuss what they read in breakout groups. Each breakout group will be asked to **identify a student to act as notetaker (a different student will adopt this role each week) who will prepare and submit a short document** capturing: Who participated, what topics, generally, were discussed; any especially relevant and challenging questions (e.g. about tensions, or social and political issues) that were identified in the readings or during the discussion. The class will culminate in class-wide discussion, with groups reporting back about what they discussed in their groups. Please submit these documents on Avenue to Learn before the next class.

Please note that participation also means that students may not engage in activities unrelated to the course (text-messaging, reading for another course, browsing the internet) during class time.

2) Reflection Following the Meet and Greet Event (10%), due Oct 23

In this 2-3 page (500- 750 words), double-spaced, paper students should reflect on the meet and greet networking event. In this paper you should mention 1) who you spoke with, 2) what you learned about their careers, and 3) anything else you learned in that event that is relevant to your life following your degree. You should also 4) reflect on the challenges you encountered in that event, 5) indicate if you were able to overcome them

or not (both options are fine and the outcome will not affect your grade), and 6) what you might do differently in your next networking opportunity. No additional resources should be consulted in this assignment (a bibliography is not needed).

3) Research Paper (20%), due Sunday Oct 30

In this 2,500 word (approximately 10 pages, excluding references), research paper students will apply a political science lens to one of the topic areas covered in the CERIC resource lists. Students should formulate an argument about the topic that reflects their political science training. The research essay will be double-spaced, include a bibliography with at least 10 sources and be properly referenced using any of the recognized citation systems used in the social sciences (for example, Chicago, MLA, APA).

The paper should be organized as following:

- An introduction which contains a thesis statement and the plan for the paper.
- The body of the paper which provides information that supports the thesis.
- A conclusion which summarizes the main ideas and suggests avenues for future research or work.
- A list of references consulted for the paper.

4) Hiring Committee Report (10%), due Sunday, Nov 6

Each group is a hiring committee and reviews resumes and job posting then submits a 1-2 page (250-500 words) hiring decision and justification in writing.

5) Flip video report on mentorship meeting (20%), due Sunday, Nov 27

This course will facilitate connections with McMaster political science graduates. Each student will be assigned a mentor. Students are responsible for arranging a meeting with their alum mentor (the meeting may be either in person or online).

Each student will share what they learned from this meeting with the class through the flip application. Students will earn the 20% by clearly and concisely summarizing the main takeaways from the meeting in their 5-minute flip recording. See the video to learn how to use flip: [Getting Started with Flip](#)

6) Career Development Assignment (20%), due Sunday, Dec 4

In this cumulative assignment students will: 1) reflect on their career goals, 2) describe what they need to accomplish to achieve those career goals, 3) including outlining the necessary steps. The student should also include a 4) resume and 5) sample cover letter for either graduate or profession school application OR a cover letter for a job application.

Weekly Course Schedule and Required Readings

Week 1 (Sept 6)

Course Overview

Week 2 (Sept 13)

Part 1: Career Information & McMaster Political Science Outcomes

Facilitated by Careers & Experiential Education, Faculty of Social Science,
<https://experiential-ed.mcmaster.ca/>

Readings:

[Canada Job Bank – Political Science](#)

Additional Suggested Resources:

OSCARplus Job Board

<https://www.oscarplumcmaster.ca/myAccount/studentSuccessCentre/employment/postings.htm>

McMaster Fall Career Fair

<https://www.oscarplumcmaster.ca/events.htm?evtId=40977>

RBC Future Skills

<https://www.rbc.com/dms/enterprise/futurelaunch/assets-custom/pdf/RBC-Future-Skills-Report-FINAL-Singles.pdf>

Notes: This week's class and resources will help you to prepare for the end-of-term Career Development Assignment

Part 2: Equity, Diversity, and Inclusion in the Workplace and Job Search

Readings:

<https://ceric.ca/literature-searches/diversity-and-work/>

<https://ceric.ca/literature-searches/women-in-non-traditional-careers/>

Week 3 (Sept 20)

Part 1: Skills-Based Approaches for Political Science Grads

Facilitated by Careers & Experiential Education, Faculty of Social Science,
<https://experiential-ed.mcmaster.ca/>

Readings:

Anders. (2019). "Chapter 2: It's 480 BC. You Have an Ax." In *You can do anything: the surprising power of a "useless" liberal arts education*. Back Bay Books/Little, Brown and Company.

Conference Board of Canada & Future Skills Centre (2022). “Lost Opportunities: Measuring the Unrealized Value of Skill Vacancies in Canada.”

Notes: This week’s class and resources will help you to prepare for the end-of-term Career Development Assignment

Part 2: Conflict and Change

Readings:

<https://ceric.ca/literature-searches/changing-workplace/>

<https://ceric.ca/literature-searches/future-of-work/>

<https://ceric.ca/literature-searches/career-development-during-covid-19-and-beyond/>

Week 4 (Sept 27)

Part 1: Applying to Graduate or Professional Schools

Facilitated by Student Success Centre, <https://studentsuccess.mcmaster.ca/>

Readings:

Grad School Fair:

<https://studentsuccess.mcmaster.ca/graduate-and-professional-schools-fair/>

Resources and Tips:

<https://studentsuccess.mcmaster.ca/careers/further-education/>

Ask a Career Counsellor – Further Education Applications:

<https://youtu.be/H3iSqtCBOVo>

Part 2: Higher Education

Readings:

<https://ceric.ca/literature-searches/youth-and-career-development/>

<https://ceric.ca/literature-searches/service-learning/>

Week 5 (Oct 4)

Part 1: Networking Overview and Advice

Readings: TBA

Part 2: Leadership and Coaching

Readings:

<https://ceric.ca/literature-searches/coaching-and-career-development/>

<https://ceric.ca/literature-searches/transformative-workplaces-and-leadership/>

Week 6 (Oct 11)

Mid-term recess, No Class

Week 7 (Oct 18)

Alumni Meet and Greet

Facilitated by Student Success Centre, <https://studentsuccess.mcmaster.ca/> and University Advancement.

Notes: No formal class this week.

Instead: 1) attend one of the meet and greet events listed on Avenue to Learn 2) complete reflection (10%) **due Sunday, October 23.**

Week 8 (Oct 25)

Part 1: Cover letter and Resume writing

Facilitated by Student Success Centre, <https://studentsuccess.mcmaster.ca/>

Readings:

Job Search Resources:

<https://studentsuccess.mcmaster.ca/careers/job-search/>

Social Science Career Advising:

<https://experiential-ed.mcmaster.ca/students/career-ready>

Notes: This week's class and resources will help you to prepare for the end-of-term Career Development Assignment

Part 2: Career Development, Social Justice, and Corporate Social Responsibility

Readings:

<https://ceric.ca/literature-searches/career-development-and-social-justice/>

<https://ceric.ca/literature-searches/corporate-social-responsibility/>

Notes: Research Paper (20%), **due Sunday Oct 30**

Week 9 (Nov 1)

Part 1: In Class Hiring committee simulation

Facilitated by Careers & Experiential Education, Faculty of Social Science, <https://experiential-ed.mcmaster.ca/>

Readings:

Ontario Human Rights Code, Section IV Sections 1-6:

<https://www.ohrc.on.ca/en/human-rights-work-2008-third-edition/iv-human-rights-issues-all-stages-employment>

Part 2: Young People and Generational Conflict

Readings:

<https://ceric.ca/literature-searches/generational-conflict-in-the-workplace/>

<https://ceric.ca/literature-searches/early-intervention-career-development-for-children-and-adolescents/>

Notes: Hiring Committee Report (10%), **due Sunday, Nov 6**

Week 10 (Nov 8)

Part 1: Online presence and LinkedIn

Readings: TBA

Part 2: Digital Technology

Readings:

<https://ceric.ca/literature-searches/artificial-intelligence-and-career-development/>

<https://ceric.ca/literature-searches/digital-economy-and-career-development/>

Week 11 (Nov 15)

Career Discussions

Readings: TBA

Week 12 (Nov 22)

Part 1: Interviewing

Facilitated by Student Success Centre, <https://studentsuccess.mcmaster.ca/>

Readings:

Big Interview:

<https://studentsuccess.mcmaster.ca/big-interview/>

Job Search Resources:

<https://studentsuccess.mcmaster.ca/careers/job-search/>

To Do:

1. Create an account on Big Interview **(before the class)**.
2. Complete the interview practice questions created for this class (details will be provided by facilitator).
3. Send your recorded interview to at least 3 peers for feedback, using the feedback function.
4. Provide feedback to at least 3 peers.

Part 2: Immigration, Refugees and Career

Readings:

<https://ceric.ca/literature-searches/career-development-challenges-facing-immigrants/>

<https://ceric.ca/literature-searches/refugees-career-development-issues/>

Notes: Flip video report on mentorship meeting (20%), **due Sunday, Nov 27**

Week 13 (Nov 29)

Employer Connections

Facilitated by Student Success Centre, <https://studentsuccess.mcmaster.ca/>

Readings: TBA

Notes: Career Development Assignment (20%), **due Sunday, Dec 4**

Week 14 (Dec 6)

Career Discussions

Readings: TBA

Course Policies

Submission of Assignments

Assignments, unless otherwise stated should be submitted on Avenue to Learn.

Grades

Grades will be based on the McMaster University grading scale:

MARK	GRADE
90-100	A+
85-90	A
80-84	A-
77-79	B+
73-76	B
70-72	B-
67-69	C+
63-66	C
60-62	C-
57-59	D+
53-56	D
50-52	D-
0-49	F

Late Assignments

Every student has a **seven-day grace period** for submitting written assignments. Students who cannot submit their written assignments on time are automatically allowed up to seven days past the deadline to submit their work without penalty (and without needing to email their instructor).

After seven days, late assignments will be subject to a five percent per day penalty. After fourteen days, the assignments will no longer be accepted, and students will receive a grade of zero on that assignment.

In addition, papers submitted after the deadlines may be graded without feedback.

Absences, Missed Work, Illness

McMaster Student Absence Form (MSAF): In the event of an absence for medical or other reasons, students should review and follow the Academic Regulation in the Undergraduate Calendar “Requests for Relief for Missed Academic Term Work”.

Courses With An On-Line Element

Some courses may use on-line elements (e.g. e-mail, Avenue to Learn (A2L), LearnLink, web pages, capa, Moodle, ThinkingCap, etc.). Students should be aware that, when they access the electronic components of a course using these elements, private information such as first and last names, user names for the McMaster e-mail

accounts, and program affiliation may become apparent to all other students in the same course. The available information is dependent on the technology used. Continuation in a course that uses on-line elements will be deemed consent to this disclosure. If you have any questions or concerns about such disclosure please discuss this with the course instructor.

Online Proctoring

Some courses may use online proctoring software for tests and exams. This software may require students to turn on their video camera, present identification, monitor and record their computer activities, and/or lock/restrict their browser or other applications/software during tests or exams. This software may be required to be installed before the test/exam begins.

Authenticity / Plagiarism Detection

Some courses may use a web-based service (Turnitin.com) to reveal authenticity and ownership of student submitted work. For courses using such software, students will be expected to submit their work electronically either directly to Turnitin.com or via an online learning platform (e.g. A2L, etc.) using plagiarism detection (a service supported by Turnitin.com) so it can be checked for academic dishonesty.

Students who do not wish their work to be submitted through the plagiarism detection software must inform the Instructor before the assignment is due. No penalty will be assigned to a student who does not submit work to the plagiarism detection software.

All submitted work is subject to normal verification that standards of academic integrity have been upheld (e.g., on-line search, other software, etc.). For more details about McMaster's use of Turnitin.com please go to

www.mcmaster.ca/academicintegrity.

Copyright and Recording

Students are advised that lectures, demonstrations, performances, and any other course material provided by an instructor include copyright protected works. The Copyright Act and copyright law protect every original literary, dramatic, musical and artistic work, **including lectures** by University instructors

The recording of lectures, tutorials, or other methods of instruction may occur during a course. Recording may be done by either the instructor for the purpose of authorized distribution, or by a student for the purpose of personal study. Students should be aware that their voice and/or image may be recorded by others during the class. Please speak with the instructor if this is a concern for you.

Academic Accommodation for Religious, Indigenous or Spiritual Observances (RISO)

Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the [RISO](#) policy. Students should

submit their request to their Faculty Office **normally within 10 working days** of the beginning of term in which they anticipate a need for accommodation or to the Registrar's Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

Academic Integrity Statement

You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity. **It is your responsibility to understand what constitutes academic dishonesty.**

Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: "Grade of F assigned for academic dishonesty"), and/or suspension or expulsion from the university. For information on the various types of academic dishonesty please refer to the [Academic Integrity Policy](https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/), located at <https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/>

The following illustrates only three forms of academic dishonesty:

- plagiarism, e.g. the submission of work that is not one's own or for which other credit has been obtained.
- improper collaboration in group work.
- copying or using unauthorized aids in tests and examinations.

Conduct Expectations

As a McMaster student, you have the right to experience, and the responsibility to demonstrate, respectful and dignified interactions within all of our living, learning and working communities. These expectations are described in the [Code of Student Rights & Responsibilities](#) (the "Code"). All students share the responsibility of maintaining a positive environment for the academic and personal growth of all McMaster community members, **whether in person or online.**

It is essential that students be mindful of their interactions online, as the Code remains in effect in virtual learning environments. The Code applies to any interactions that adversely affect, disrupt, or interfere with reasonable participation in University activities. Student disruptions or behaviours that interfere with university functions on online platforms (e.g. use of Avenue 2 Learn, WebEx or Zoom for delivery), will be taken very seriously and will be investigated. Outcomes may include restriction or removal of the involved students' access to these platforms

Academic Accommodation of Students with Disabilities

Students with disabilities who require academic accommodation must contact [Student Accessibility Services](#) (SAS) at 905-525-9140 ext. 28652 or sas@mcmaster.ca to make arrangements with a Program Coordinator. For further information, consult McMaster University's [Academic Accommodation of Students with Disabilities](#) policy.

Faculty of Social Sciences E-mail Communication Policy

Effective September 1, 2010, it is the policy of the Faculty of Social Sciences that all e-mail communication sent from students to instructors (including TAs), and from students to staff, must originate from the student's own McMaster University e-mail account. This policy protects confidentiality and confirms the identity of the student. It is the student's responsibility to ensure that communication is sent to the university from a McMaster account. If an instructor becomes aware that a communication has come from an alternate address, the instructor may not reply at his or her discretion.

Course Modification

The instructor and university reserve the right to modify elements of the course during the term. The university may change the dates and deadlines for any or all courses in extreme circumstances. If either type of modification becomes necessary, reasonable notice and communication with the students will be given with explanation and the opportunity to comment on changes. It is the responsibility of the student to check his/her McMaster email and course websites weekly during the term and to note any changes.

Extreme Circumstances

The University reserves the right to change the dates and deadlines for any or all courses in extreme circumstances (e.g., severe weather, labour disruptions, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, A2L and/or McMaster email.