# Course Schedule

**IMPORTANT:** ALL TIMES EASTERN - Please see the University Policies section of your Syllabus for details

<table>
<thead>
<tr>
<th>Week</th>
<th>Readings and Other Materials</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Week 1:</strong> Course Overview and Introduction to Comparative Social Policy</td>
<td>Readings can be accessed from the Read</td>
</tr>
<tr>
<td><strong>Week 2:</strong> Methodology and Practice</td>
<td>Read</td>
</tr>
</tbody>
</table>

Week 2 Study Circle Preparation:

Watch *View from the Summit*
<table>
<thead>
<tr>
<th>Week 3 Study Circle</th>
<th>Preparation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Read <em>The Tragedy of the Commons</em></td>
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<table>
<thead>
<tr>
<th>Week 3: Contextualization</th>
<th>Readings can be accessed from the Read</th>
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<table>
<thead>
<tr>
<th>Week 4 Study Circle</th>
<th>Preparation:</th>
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</thead>
<tbody>
<tr>
<td>Read <em>The Value of Nothing</em>, Ch. 1 and 2</td>
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<thead>
<tr>
<th>Week 4: Regime Theory</th>
<th>Readings can be accessed from the Read</th>
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<thead>
<tr>
<th>Week 5 Study Circle</th>
<th>Preparation:</th>
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<tbody>
<tr>
<td>Read <em>The Value of Nothing</em>, Ch. 3 and 4</td>
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<table>
<thead>
<tr>
<th>Week 5: Privatization and Public Services</th>
<th>Readings can be accessed from the Read</th>
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<table>
<thead>
<tr>
<th>Week 6 Study Circle</th>
<th>Preparation:</th>
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<tbody>
<tr>
<td>Read <em>The Value of Nothing</em>, Ch. 5 and 6</td>
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<table>
<thead>
<tr>
<th>Week 6: Convergence-Diffusion-Divergence</th>
<th>Readings can be accessed from the Read</th>
</tr>
</thead>
</table>
Week 7 Study Circle Preparation:
Read *This Changes Everything*, Ch. 1

**Week 7: Inequality and Social Policy**

Readings can be accessed from the Readi

Week 8 Study Circle Preparation:
Read *This Changes Everything*, Ch. 2 and

**Week 8: Emerging Welfare States**

Readings can be accessed from the Readi

Week 9: Comparative Policy Research Assignment Presentation Week

There are no study circles or assigned readings for Week 9.

Week 10 Study Circle Preparation:
Read *This Changes Everything*, Ch. 4 and

**Week 10: Feeding 9 Billion: Pathways to Food Security**

Readings can be accessed from the Readi

Week 11 Study Circle Preparation:
**Final Examination Arrangements and Schedule**

Please carefully review the information about [writing exams](#) for online courses, including dates, locations, how to make examination arrangements, writing with a proctor, and deadlines.

If you are taking any on-campus courses, you will automatically be scheduled to write your exam on campus. No action is required.

If you are taking only online courses, do one of the following:

- If your address in QUEST is within 100 km of an [examination centre](#), you must choose an exam centre in [Quest](#) by Sunday, September 16, 2018. This must be done each term.
- If your address in Quest is more than 100 km from an exam centre, you must arrange for a
**proctor.** Please review the guidelines and deadlines for [writing with a proctor](#). This must be done each term.

Your online course exam schedule will be available in Quest approximately four weeks before your exam date(s). Instructions on how to find your schedule are posted on the [Quest Help](#) page.

University of Waterloo Senate-approved [academic regulations related to assignments, tests, and final exams](#) can be found on the Registrar's website.

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**Official Grades and Course Access**

Official Grades and Academic Standings are available through [Quest](#).

Your access to this course will continue for the duration of the current term. You will not have access to this course once the next term begins.
About the Course Author and Instructor

Course Instructor — Sam Clarke

Sam has been involved in the social service, non-profits and government organisations for over thirty years. She is a graduate of the SDS program. She has a B. A in Social Development Studies, Master in Social Work and she is completing a PhD in Social Work at Wilfrid Laurier University.

She generally teaches courses on Social Policy, Diversity and Social Justice.

Course Author — Robert Case

Renison University College People profiles

Degrees

- PhD Social Work, Wilfrid Laurier University
- Master of Social Work, University of British Columbia
- Bachelor of Social Work, McGill University
- Bachelor of Arts Psychology, McGill University
Contact Information

Announcements

Your instructor uses the Announcements widget on the Course Home page during the term to communicate new or changing information regarding due dates, instructor absence, etc., as needed. You are expected to read the announcements on a regular basis.

To ensure you are viewing the complete list of announcements, you may need to click Show All Announcements.

Discussions

A General Discussion topic* has also been made available to allow students to communicate with peers in the course. Your instructor may drop in at this discussion topic.

Contact Us

<table>
<thead>
<tr>
<th>Who and Why</th>
<th>Contact Details</th>
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</thead>
<tbody>
<tr>
<td>Instructor</td>
<td>Post your course-related questions to the Ask the Instructor discussion topic*. This allows other students to benefit from your question as well.</td>
</tr>
<tr>
<td>Course-related questions (e.g., course content, deadlines, assignments, etc.)</td>
<td>Questions of a personal nature can be directed to your instructor.</td>
</tr>
</tbody>
</table>
| Questions of a personal nature           | Instructor: Samantha Clarke  
s25clark@uwaterloo.ca |
Your instructor checks email and the Ask the Instructor discussion topic* frequently and will make every effort to reply to your questions within 24–48 hours, Monday to Friday.

<table>
<thead>
<tr>
<th>Technical Support, Centre for Extended Learning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical problems with Waterloo LEARN</td>
</tr>
</tbody>
</table>

**learnhelp@uwaterloo.ca**

Include your full name, WatIAM user ID, student number, and course name and number.

Technical support is available during regular business hours, Monday to Friday, 8:30 AM to 4:30 PM (Eastern Time).

**LEARN Help Student Documentation**

<table>
<thead>
<tr>
<th>Learner Support Services, Centre for Extended Learning</th>
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</thead>
<tbody>
<tr>
<td>General inquiries</td>
</tr>
<tr>
<td>WatCards (Student ID Cards)</td>
</tr>
<tr>
<td>Examination information</td>
</tr>
</tbody>
</table>

**Student Resources**

**extendedlearning@uwaterloo.ca**

+1 519-888-4002

Include your full name, WatIAM user ID, student number, and course name and number.

*Discussion topics can be accessed by clicking Connect and then Discussions on the course navigation bar above.
Course Description and Objectives

Description

This course is designed to introduce you to some of the key methodological issues involved in comparative policy analysis and to give you opportunities to practice and develop your own skills in comparative analysis. A central feature of this course involves the exploration of globalization and its implications for social policy development and the welfare state, with some attention to transnational policy making bodies and to international trends and variations in how policy is being created in response to contemporary needs and global pressures.

Objectives

With that course description in mind, this is what you can expect to gain from this course:

- increased understanding of the relevance of comparative policy studies;
- increased understanding of basic methodologies and methodological issues;
- strengthened ability to articulate an understanding of context, constraints, choice, and values in policy development;
- increased ability to describe and analyze specific policy and policy development topics across different jurisdictions; and
- strengthened/reinforced critical perspective on the tensions between policy expertise and participatory, democratic policy practice.

In short, there are some specific things that you will have to learn:

- Some of the theory and methodology that drives comparative social policy
- Sources of comparative policy data and analysis
- Some central themes around globalization, social equality, and the question of environmental...
sustainability — serve as context and shared concentrations from which to talk policy

But the course is seminar-based and largely self-directed, with co-learning and lots of room to explore a policy area of your interest.

This online course was developed by Robert Case, with instructional design and multimedia development support provided by the Centre for Extended Learning. Further media production was provided by Instructional Technologies and Multimedia Services.
Materials and Resources

Textbook(s)

Required


Recommended


For textbook ordering information, please contact the [Waterloo Bookstore](#).

For your convenience, you can compile a list of required and optional course materials through [BookLook](#) using your Quest userID and password. If you are having difficulties ordering online and wish to call the Waterloo Bookstore, their phone number is +1 519-888-4673 or toll-free at +1 866-330-7933. Please be aware that textbook orders **CANNOT** be taken over the phone.

Course Reserves
Course Reserves can be accessed using the **Library Resources** widget on the **Course Home** page.

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**Resources**

- [Library services for co-op students on work term and distance education students](#)
# Grade Breakdown

The following table represents the grade breakdown of this course.

<table>
<thead>
<tr>
<th>Activities and Assignments</th>
<th>Weight (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduce Yourself and Establishing Community Norms</td>
<td>Ungraded</td>
</tr>
<tr>
<td>Study Circle Assignment</td>
<td>20%</td>
</tr>
<tr>
<td>• Part A: Study Circle Facilitation (10%)</td>
<td></td>
</tr>
<tr>
<td>• Part B: Study Circle Participation (10%)</td>
<td></td>
</tr>
<tr>
<td>Comparative Policy Research Assignment</td>
<td>60%</td>
</tr>
<tr>
<td>• Part A: Outline and Annotated Reference List (10%)</td>
<td></td>
</tr>
<tr>
<td>• Part B: Presentation (15%)</td>
<td></td>
</tr>
<tr>
<td>• Part C: Term Paper (30%)</td>
<td></td>
</tr>
<tr>
<td>• Part D: Topic Ideas and Presentation Feedback (5%)</td>
<td></td>
</tr>
<tr>
<td>Final Examination</td>
<td>20%</td>
</tr>
</tbody>
</table>
Course Policies

Late Work

A penalty of 3% per day will be deducted from the mark on assignments handed in late. Extensions will be considered in extenuating circumstances, and accommodations will be made for students unable to complete their assignments for reasons of illness or unforeseen circumstance.
University Policies

Submission Times

Please be aware that the University of Waterloo is located in the Eastern Time Zone (GMT or UTC-5 during standard time and UTC-4 during daylight saving time) and, as such, the time that your activities and/or assignments are due is based on this zone. If you are outside the Eastern Time Zone and require assistance with converting your time, please try the Ontario, Canada Time Converter.

Accommodation Due to Illness

If your instructor has provided specific procedures for you to follow if you miss assignment due dates, term tests, or a final examination, adhere to those instructions. Otherwise:

Missed Assignments/Tests/Quizzes

Contact the instructor as soon as you realize there will be a problem, and preferably within 48 hours, but no more than 72 hours, have a medical practitioner complete a Verification of Illness Form.

Email a scanned copy of the Verification of Illness Form to your instructor. In your email to the instructor, provide your name, student ID number, and exactly what course activity you missed.

Further information regarding Management of Requests for Accommodation Due to Illness can be found on the Accommodation due to illness page.
Missed Final Examinations

If this course has a final exam and if you are unable to write a final examination due to illness, seek medical treatment and have a medical practitioner complete a Verification of Illness Form. Email a scanned copy to the Centre for Extended Learning (CEL) at extendedlearning@uwaterloo.ca within 48 hours of your missed exam. Make sure you include your name, student ID number, and the exam(s) missed. You will be REQUIRED to hand in the original completed form before you write the make-up examination.

After your completed Verification of Illness Form has been received and processed, you will be emailed your alternate exam date and time. This can take up to 2 business days. If you are within 150 km of Waterloo you should be prepared to write in Waterloo on the additional CEL exam dates. If you live outside the 150 km radius, CEL will work with you to make suitable arrangements.

Further information about Examination Accommodation Due to Illness regulations is available in the Undergraduate Calendar.

Academic Integrity

In order to maintain a culture of academic integrity, members of the University of Waterloo community are expected to promote honesty, trust, fairness, respect, and responsibility. If you have not already completed the online tutorial regarding academic integrity you should do so as soon as possible. Undergraduate students should see the Academic Integrity Tutorial and graduate students should see the Graduate Students and Academic Integrity website.

Proper citations are part of academic integrity. Citations in CEL course materials usually follow CEL style, which is based on APA style. Your course may follow a different style. If you are uncertain which style to use for an assignment, please confirm with your instructor or TA.

For further information on academic integrity, please visit the Office of Academic Integrity.

Turnitin

Turnitin.com: Text matching software (Turnitin®) may be used to screen assignments in this course.
Turnitin® is used to verify that all materials and sources in assignments are documented. Students’ submissions are stored on a U.S. server, therefore students must be given an alternative (e.g., scaffolded assignment or annotated bibliography), if they are concerned about their privacy and/or security. Students will be given due notice, in the first week of the term and/or at the time assignment details are provided, about arrangements and alternatives for the use of Turnitin® in this course.

It is the responsibility of the student to notify the instructor if they, in the first week of term or at the time assignment details are provided, wish to submit the alternate assignment.

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**Discipline**

A student is expected to know what constitutes **academic integrity** to avoid committing an academic offence, and to take responsibility for his/her actions. A student who is unsure whether an action constitutes an offence, or who needs help in learning how to avoid offences (e.g., plagiarism, cheating) or about “rules” for group work/collaboration, should seek guidance from the course instructor, academic advisor, or the undergraduate Associate Dean. For information on categories of offences and types of penalties, students should refer to [Policy 71 - Student Discipline](#). For typical penalties, check [Guidelines for the Assessment of Penalties](#).

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**Appeals**

A decision made or penalty imposed under [Policy 70 - Student Petitions and Grievances](#), (other than a petition) or [Policy 71 - Student Discipline](#), may be appealed if there is a ground. A student who believes he/she has a ground for an appeal should refer to [Policy 72 - Student Appeals](#).

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**Grievance**

A student who believes that a decision affecting some aspect of his/her university life has been unfair or unreasonable may have grounds for initiating a grievance. Read [Policy 70 - Student Petitions and Grievances](#), Section 4. When in doubt please be certain to contact the department’s administrative assistant who will provide further assistance.
Final Grades

In accordance with Policy 46 - Information Management, Appendix A - Access to and Release of Student Information, the Centre for Extended Learning does not release final examination grades or final course grades to students. Students must go to Quest to see all final grades. Any grades posted in Waterloo LEARN are unofficial.

AccessAbility Services

AccessAbility Services, located in Needles Hall, collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodation to lessen the impact of your disability, please register with AccessAbility Services at the beginning of each academic term and for each course.

Accessibility Statement

The Centre for Extended Learning strives to meet the needs of all our online learners. Our ongoing efforts to become aligned with the Accessibility for Ontarians with Disabilities Act (AODA) are guided by University of Waterloo accessibility Legislation and policy and the World Wide Web Consortium's (W3C) Web Content Accessibility Guidelines (WCAG) 2.0. The majority of our online courses are currently delivered via the Desire2Learn Learning Environment. Learn more about Desire2Learn’s Accessibility Standards Compliance.

Use of Computing and Network Resources

Please see the Guidelines on Use of Waterloo Computing and Network Resources.
Copyright Information

UWaterloo’s Web Pages

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Other Sources

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If there are any questions about this notice, please contact the University of Waterloo, Centre for Extended Learning, Waterloo, Ontario, Canada, N2L 3G1 or extendedlearning@uwaterloo.ca.