



The University of Southern Queensland

Course Specification

Description: Political Institutions

Subject	Cat-Nbr	Class	Term	Mode	Units	Campus
POL	2001	24222	2, 2003	EXT	1.00	TWMBBA

Academic Group:	FOBUS
Academic Org:	FOB002
HECS Band:	1
ASCED Code:	090101

STAFFING

Examiner: Peter Phillips

Moderator: Marcia Cavanagh

SYNOPSIS

This course introduces students to the basic institutions and processes of Government internationally, focusing on the Australian model. Areas covered include the constitutional issues, federal and unitary systems of government, inter-governmental relations, parliamentary processes, the role of the Executive, the public sector, electoral systems, voting behaviour and the role and influence of interest groups.

OBJECTIVES

Completion of this course will enable students to:

- have an informed understanding of a range of political systems, and the operation of their practices and institutions;
- have the capacity to appreciate and evaluate political phenomena in a critical, analytical manner;
- have the ability to present rational, well-researched, written arguments about politics with clarity and coherence; and
- have an understanding of the nature of politics and of major political concepts as they apply to Australia, and a variety of other countries in comparison.

TOPICS

Description	Weighting (%)
1. An Introduction to the Study of Politics	12.50
2. Constitutions	12.50
3. Governmental Systems	12.50

4. Administrative Systems	12.50
5. The Public Service and Bureaucracy	12.50
6. The Electoral System and Voter Behaviour	12.50
7. Political Parties and the Party System	12.50
8. Interest Groups	12.50

TEXT and MATERIALS required to be PURCHASED or ACCESSED:

Books can be ordered by fax or telephone. For costs and further details use the 'Book Search' facility at <http://bookshop.usq.edu.au> by entering the author or title of the text.

Singleton, G, Aitkin, D, Jinks, B & Warhurst, J 2003, *Australian political institutions*, 7th edition, Longman, Frenchs Forest, New South Wales.

Summers, J & Smith, B 2003, *Communication skills handbook: how to succeed in written and oral communication*, 5th edition, John Wiley & Sons, Milton, Queensland.

(revised edition)

REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

Emy, HV 1978, *The politics of Australian democracy: fundamentals in dispute*, 2nd edition, MacMillan, South Melbourne.

Jackson, RJ & Jackson, D 2000, *An introduction to political science - comparative and world politics*, 3rd edition, Prentice Hall Canada, Scarborough, Ontario.

Jaensch, D 1984, *An introduction to Australian politics*, 2nd edition, Longman Cheshire, Melbourne.

Lucy, R 1983, *The pieces of politics*, 3rd edition, MacMillan, South Melbourne.

Maddox, G 1989, *The Hawke government and Labor tradition*, Penguin, Ringwood, Victoria.

Roskin, MG, Cord, RL, Medeiros, JA & Jones, WS 2000, *Political science, an introduction*, 7th edition, Prentice Hall, Upper Saddle River, New Jersey.

Smith, R & Watson, L 1997, *Politics in Australia*, 3rd edition, Allen & Unwin, St Leonards.

Summers, J, Woodward, D & Parkin, A (eds) 2002, *Government politics and power in Australia: an introductory reader*, 7th edition, Longman, Frenchs Forest, New South Wales.

STUDENT WORKLOAD REQUIREMENTS

ACTIVITY	HOURS
Lectures	28
Private Study	99
Tutorial	28

ASSESSMENT DETAILS

Description	Marks Out of	Wtg(%)	Required	Due Date
ESSAY 1	25.00	25.00	Y	05 Sep 2003
ESSAY 2	25.00	25.00	Y	17 Oct 2003
2.5 HOUR EXAMINATION	50.00	50.00	Y	END S2 (see note)

NOTES:

The examination is scheduled to be held in the end-of-semester examination period. Students will be advised of the official examination date after the timetable has been finalised.

IMPORTANT ASSESSMENT INFORMATION

- 1 Attendance requirements:
If you are an International student in Australia it is a requirement of your student visa that you attend all classes at your campus. For all other students, there are no attendance requirements for this course. However, it is the students' responsibility to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.
- 2 Requirements for students to complete each assessment item satisfactorily:
To complete the assignments satisfactorily, students must obtain at least 50% of the marks available for the assignments in aggregate. To complete the examination satisfactorily, students must obtain at least 50% of the marks available for the examination.
- 3 Penalties for late submission of required work:
If students submit assignments after the due date without prior approval then a penalty of 20% of the total marks available for the assignment will apply for each working day late.
- 4 Requirements for student to be awarded a passing grade in the course:
To be assured of receiving a passing grade a student must attempt all of the summative assessment items, achieve an aggregated mark of at least 50% in the total marks allocated for the assignments, achieve at least 50% in the examination, and at least 50% of the available weighted marks for the summative assessment items.
- 5 Method used to combine assessment results to attain final grade:
The final grades for students will be assigned on the basis of the weighted aggregate of the marks (or grades) obtained for each of the summative assessment items in the course.
- 6 Examination information:
This is a closed examination. Candidates are allowed to bring only writing and drawing instruments into the examination.
- 7 Examination period when Deferred/Supplementary examinations will be held:

Any Deferred or Supplementary examinations for this course will be held during the next examination period.

8 University Regulations:

Students should read USQ Regulations 5.1 Definitions, 5.6 Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL: <http://www.usq.edu.au/SECARIAT/calendar/Part5/> or in the printed version of the current USQ Handbook. Students should also read The Guide to Policies and Procedures of the Faculty which can be found at the URL: <http://www.usq.edu.au/handbook/2003/title663.html> or in the printed version of the current USQ Handbook.

ASSESSMENT NOTES

- 1 Assignments: (i) The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the Examiner. (ii) Students must retain a copy of each item submitted for assessment. This must be produced within five days if required by the Examiner. (iii) The Examiner may grant an extension of the due date of an assignment in extenuating circumstances. Students may apply for an assignment extension either by application through DEC before the due date or by application with the submitted assignment after the due date. Such applications should be in writing and include supporting documentary evidence. The authority for granting extensions rests with the relevant Examiner. (iv) The Examiner will normally only accept assessments that have been typed or printed on paper-based media. (v) The Examiner will not accept submission of assignments by facsimile. (vi) Students who do not have regular access to postal services or who are otherwise disadvantaged by these regulations may be given special consideration. They should contact the Examiner to negotiate such special arrangements. (vii) In the event that a due date for an assignment falls on a local public holiday in their area, such as a Show holiday, the due date for the assignment will be the next day. Students are to note on the assignment cover the date of the public holiday for the Examiner's convenience.
- 2 Course Weightings: Course weightings of topics should not be interpreted as applying to the number of marks to questions testing those topics in an examination paper.
- 3 Referencing in Assignments: Students must demonstrate effective essay writing techniques, including correct in-text referencing and bibliographical details, using the Harvard system. Assignments must comply with the guidelines set out in the 'Communication skills handbook: How to succeed in written and oral communication'.
- 4 Deferred Work: Students who, for medical, family/personal, or employment-related reasons, are unable to complete an assignment or to sit for an examination at the scheduled time may apply to defer an assessment in a course. Such a request must be accompanied by appropriate supporting documentation. One of the following temporary grades may be awarded: IDS (Incomplete - Deferred Examination); IDM (Incomplete Deferred Make-up); IDB (Incomplete - Both Deferred Examination and Deferred Make-up).