



**Business Government Relations: A Contemporary Policy Perspective  
Management and Organizational Studies**

**MOS 3353G 550 W21**

Huron University College

Online – Winter 2021

Tuesdays @ 1:30 to 4:30pm

**Dr. Kate Graham**

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Office Hours: By appointment (please book through email)

Prerequisite(s): Enrollment in 3<sup>rd</sup> or 4<sup>th</sup> year of MOS

**Course Description**

What is the nature of the relationship between business and government? How do they influence and shape one another? Which sector and actors exercise the most influence and power when it comes down to achieving specific policy outcomes?

The purpose of this course is to introduce the complex interrelationships between business and government in Canada. The resulting institutional and policy outcomes are discussed and evaluated. The course will prepare students to meet managerial requirements and to participate in complex decisions when changing laws, regulations, and other governmental factors that have major long-term implications. In addition to case situations and readings on current issues, selected speakers from business and government will add their expertise.

New to 2021, this course is a part of the CityStudio London catalogue. CityStudio is a partnership between the City of London, Huron, Western, Kings, Brescia and Fanshawe where students work collaboratively on priority projects in the London community (sometimes described as the “city as a teaching hospital” model where students learn while also providing needed expertise to the community). This course has been paired with the Economic Innovation team and Culture Office at the City of London. Business leaders in London’s screen-based industries have been advocating for more government support at the local level to grow the city’s presence in the film sector. Our class has been asked to develop an economic impact analysis for the City of London which will be presented to the City of London. We will also have an opportunity to present this work as a part of the larger CityStudio

showcase at the end of the year. We will be joined throughout the course by leaders in this industry including representatives from the City of London, London screen-based business leaders and the Ontario Film Commissioner – providing students with a unique opportunity to learn about the intersection of business and government while also making an important contribution towards a major policy decision in London.

## Course Objectives

This course is an analysis of public policies as represented by laws and regulatory governmental activities, and their effects on business decision-making, distribution of wealth, and allocative efficiency in the public and private sectors. The course will deal with such topics as: externalities and the assignment of property rights (natural resource conservation, pollution, congestion, issue of corporate social responsibility); theories of the regulatory process and the performance of regulatory agencies in specific markets; legislative process and lobbying strategies; competition policy; marketing boards; government assistance to failing firms; Canadian industrial strategy; public ownership; free trade, etc.

After successfully completing this course, students will:

- Have a basic understanding of the nature of the relationships between business and government in Canada at the federal, provincial and municipal level;
- Be able to analyze business strategies and tactics directed at governments;
- Understand the nature of the state and Canadians' different understanding of the role of the state, as it pertains to business-government relations;
- Be exposed to the dynamic and changing structure of the relationship between the business sector and the Canadian state; and
- Appreciate the influence of the growing global economy on business-government relations in Canada.

## Course Format

This course has been adapted for the online environment during the COVID pandemic, in effort to make the online delivery as engaging and interactive for students as possible. As such, most of the three-hour classes will be divided into sections including a combination of the following:

- A synchronous **class lecture and group discussion**, over Zoom (link in OWL):
- A synchronous **panel of guest speakers**, over Zoom;
- A **small group activity or work time**, usually in Zoom breakout rooms; and/or
- An **individual activity**, usually taking the form of a case study, completed in OWL through the 'Tests and Quizzes' section.

## Evaluation

- **Federalism Short Assignment (10%)** – students will write a short 500-word paper related to the government supports for businesses during the COVID crisis, examining how Canadian federalism functions in practice. More details will be provided in class. Papers should be cited using APA format and submitted via OWL by Friday, January 22, 2021 at 4pm.
- **Screen Based Industries Economic Impact Project (50%)** – collectively our class will be developing an **economic impact analysis** for the film industry in London. This work will take two parts, and will be presented to the City of London team at the conclusion of each part:
  - **Economic impact of film in other cities (30%)** – student will be placed into small groups during week 3 (January 26, 2021) to research the economic impact of the film industry in one assigned city. More details will be provided in class. Groups will have two weeks to develop a report on their assigned city. These reports will be presented to the City of London team on Tuesday, February 9. The presentation is worth 15% and the written report, due on OWL by Friday, February 12, 2021 at 4pm, is worth 15%. Marks will be assigned as a group, unless Dr. Graham is advised otherwise by students in the group.
  - **Examining the film industry in London (20%)** – student will be placed into different small groups during week 6 (February 23, 2021) and given a specific question to research regarding the film industry in London. More details will be provided in class. As a group, students will submit a written report, due on OWL by Friday, March 19, 2021 at 4pm. Marks will be assigned as a group, unless Dr. Graham is advised otherwise by students in the group.
- **Essay (20%)** - students will write a 3,000 word essay addressing a major question which has emerged from the class discussions and guest speaker conversations, drawing on literatures covered in the course. Four essay questions will be provided for students to choose from; or, students are welcome to identify their own topics (with advanced approval from Dr. Graham). More details will be provided in class. Essays are due on OWL on Friday, April 16, 2021 at 3pm.
- **Class Participation (20%)** – in the online environment, participation is particularly important. Students are expected to attend and actively participate in all class discussions and activities. The evaluation will be evaluated based on in-class contributions during lectures and guest speaker panels, as well as in the online small group and individual activities. Marks will be provided at the mid-point and conclusion of the course (10% on Tuesday, February 9, 2021 and 10% on Tuesday, April 6, 2021).

## Readings

There is no single textbook for this course; instead, students are expected to engage with an eclectic array of materials including academic journals, media reports, podcasts and videos. All readings are posted in the schedule below, and when possible will be made available in OWL. Weekly readings may change or be added, as events develop (eg. relevant media articles about current events may be added throughout the course).

## A Note on Course Content

This course is intended to help students develop their own understanding of leadership; and, more importantly, to develop as leaders themselves. In other words, this course is designed to be useful to you as students. If there is something you don't see in this outline (a topic you think should be covered, a conversation we should be having, a voice we need to hear, etc.), please raise this and we can (and will) adapt accordingly.

## Late Penalties

Assignments submitted after the stated due date, without prior approval from Dr. Graham, will be deducted 5% per day for up to 10 days at which time the assignment will receive a grade of zero.

## Schedule & Readings

Week	Topic & Readings
<b>Week 1</b>  Tuesday, January 12, 2021 @ 1:30- 4:30	<b>INTRO TO BUSINESS &amp; GOVERNMENT RELATIONS</b>  <b>Lecture (1:30 – 3:30pm)</b> <ul style="list-style-type: none"><li>• Welcome, introductions &amp; review of course outline</li><li>• Business-government relations: definitions, approaches, ideologies and contemporary debates</li><li>• Frameworks for studying business, government and society</li><li>• Canadian federalism 101</li><li>• Overview of first assignment: <b>federalism short paper (10%)</b></li></ul> <b>Activity (3:30 – 4:30pm)</b> <ul style="list-style-type: none"><li>• Individual activity – details provided in class</li></ul>

	<p><b>Readings</b></p> <ul style="list-style-type: none"> <li>• Please review course outline carefully before class</li> <li>• Review/scan the <a href="#">Government of Canada's COVID-19 Economic Response Plan (online)</a> section titled "Support for Business"</li> </ul>
<p><b>Week 2</b></p> <p>Tuesday, January 19, 2021 @ 1:30- 4:30</p>	<p><b>OUR CITYSTUDIO PROJECT: THE FILM INDUSTRY IN LONDON</b></p> <p><b>Lecture (1:30 – 2:45pm)</b></p> <ul style="list-style-type: none"> <li>• Introduction to CityStudio – joined by <b>Mischa Schlemmer</b>, Manager of CityStudio London</li> <li>• Who governs? Questions and debates about the influence of business in local government</li> <li>• Screen industries in London, Ontario and Canada</li> <li>• Our City Studio project overview: producing an economic impact analysis on the film industry for the City of London</li> </ul> <p><b>Guest Speakers (3:00 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• <b>Cathy Parsons</b>, Manager, Economic Partnerships, London</li> <li>• <b>Adam Caplan</b>, Founder &amp; Principal Storyteller, web.isod.es</li> <li>• <b>Robin Armistead</b>, Manager, Culture Office, City of London</li> <li>• <b>Dorothy Downs</b>, Executive Director, Forest City Film Festival</li> </ul> <p><b>Readings</b></p> <ul style="list-style-type: none"> <li>• "London's Film and Multi-Media Industry Update," Report to the Community and Protective Services Committee, City of London (August 13, 2019) – available on OWL</li> <li>• "London Screen-based Industry Engagement," Report for the City of London by Cobalt Connects (2018) – available on OWL</li> <li>• "Premiering Ontario's Film and Television Advisory Panel," Press Release from the Ontario Government (February 13, 2020)</li> </ul> <p><b>Reminders</b></p> <ul style="list-style-type: none"> <li>• <b>Federalism Short Assignment (10%)</b> due on via OWL by Friday, January 22, 2021 at 4pm</li> </ul>
<p><b>Week 3</b></p> <p>Tuesday, January 26, 2021 @ 1:30- 4:30</p>	<p><b>THE MACHINERY OF GOVERNMENT (Part I)</b></p> <p><b>Guest Speaker (1:30 – 2:00pm)</b></p> <ul style="list-style-type: none"> <li>• <b>Justin Culter</b>, Ontario Film Commissioner</li> </ul> <p><b>Lecture (2:00 – 3:00pm)</b></p> <ul style="list-style-type: none"> <li>• Canada's political system</li> </ul>

	<ul style="list-style-type: none"> <li>• Institutions of government</li> <li>• Federal, provincial &amp; local governments</li> <li>• Indigenous governments</li> </ul> <p><b>Small Group Work Time (3:00 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• Students will be broken into small groups to examine the economic impact of the film industry in one assigned city, for presentation on February 9 (worth 15%) and written report due on February 12 (worth 15%) – details to be provided in class</li> </ul> <p><b>Readings</b></p> <ul style="list-style-type: none"> <li>• Review the <a href="#">Ontario Film Commission website (online)</a></li> <li>• Taylor, D. W., Warrack, A. A., &amp; Baetz, M. C. “Business and government in Canada: Partners for the future” (1999) – on OWL</li> </ul>
<p><b>Week 4</b></p> <p>Tuesday, February 2, 2021 @ 1:30- 4:30</p>	<p><b>THE MACHINERY OF GOVERNMENT (Part II)</b></p> <p><b>Lecture (1<sup>st</sup> Half)</b></p> <ul style="list-style-type: none"> <li>• Power, influence and authority</li> <li>• Political parties</li> <li>• The bureaucracy</li> </ul> <p><b>Guest Speaker (3:00 – 3:45pm)</b></p> <ul style="list-style-type: none"> <li>• <b>Tatum Wilson</b>, Provincial Public Servant &amp; Policy Expert</li> </ul> <p><b>Small Group Work Time (3:45 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• Students will have a final opportunity to meet with their small groups to prepare for their presentations next class</li> </ul> <p><b>Readings</b></p> <ul style="list-style-type: none"> <li>• Kernaghan, K., “Politics, policy and public servants: political neutrality revisited” (1976) – on OWL</li> </ul> <p><b>Reminders</b></p> <ul style="list-style-type: none"> <li>• Small group presentations next week on February 9 (worth 15%) and written report due on February 12 (worth 15%)</li> </ul>
<p><b>Week 5</b></p> <p>Tuesday, February 9,</p>	<p><b>SCREEN BASED INDUSTRIES IN LONDON</b></p> <p><b>Group Presentations to City of London partners (1:30 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• Small group presentations (worth 15%) on the economic impact of film in other cities to the City of London team</li> </ul>

<p>2021 @ 1:30-4:30</p>	<p><b>Reminders</b></p> <ul style="list-style-type: none"> <li>• First half <b>participation marks</b> (10%) will be uploaded to OWL</li> <li>• <b>Economic impact of film in other cities group projects due</b> – presentation on February 9 (15%) and written report on February 12 at 4pm (15%)</li> </ul>
<p>☺ Reading Week – No class on Tuesday, February 16, 2021 ☺</p>	
<p><b>Week 6</b></p> <p>Tuesday, February 23, 2021 @ 1:30-4:30</p>	<p><b>POLICY PROCESS &amp; DECISION MAKING</b></p> <p><b>Lecture (1:30 – 3:00pm)</b></p> <ul style="list-style-type: none"> <li>• Policy processes</li> <li>• Decision making processes</li> <li>• Special interests</li> <li>• Who holds the power?</li> </ul> <p><b>Activity (3:00 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• Individual case study – details to be provided in class</li> <li>• Survey (via OWL) about small group assignments for examining the film industry in London – students will be asked for their preferences, with groups forming next class</li> </ul> <p><b>Readings</b></p> <ul style="list-style-type: none"> <li>• Pross, P, “Pressure group behaviors in Canadian politics” (1975)</li> </ul> <p><b>Reminders</b></p> <ul style="list-style-type: none"> <li>• Marks will be posed for <b>economic impact of film in other cities</b> small group presentations and written assignments projects (worth 30% of mark)</li> </ul>
<p><b>Week 7</b></p> <p>Tuesday, March 2, 2021 @ 1:30-4:30</p>	<p><b>CANADIAN BUSINESS ENVIRONMENT</b></p> <p><b>Lecture (1:30 – 3:00pm)</b></p> <ul style="list-style-type: none"> <li>• Populations and demographic trends</li> <li>• Market structure</li> <li>• 2021 survey: what does the landscape look like today?</li> </ul> <p><b>Small Group Work Time (3:00 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• Students will be broken into small groups to examine one dimension of the film industry in London, and will have time to work in small groups – details to be provided in class</li> </ul>

<p><b>Week 8</b></p> <p>Tuesday, March 9, 2021 @ 1:30-4:30</p>	<p><b>CANADA IN A GLOBALIZED INTERNATIONAL LANDSCAPE</b></p> <p><b>Lecture (1:30 – 3:00pm)</b></p> <ul style="list-style-type: none"> <li>• Economic globalization</li> <li>• The international landscape in 2021</li> <li>• Flows of people, products and profits</li> </ul> <p><b>Small Groups (3:00 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• Small group discussions – details to be provided in class</li> <li>• Take up as full class towards end of class</li> </ul> <p><b>Readings</b></p> <ul style="list-style-type: none"> <li>• Savitch, H, and Kantor, P, “Urban Strategic for a Global Era: A Cross-National Comparison” (2003) – on OWL</li> </ul>
<p><b>Week 9</b></p> <p>Tuesday, March 16, 2021 @ 1:30-4:30</p>	<p><b>REGULATION</b></p> <p><b>Lecture (1:30 – 3:00pm)</b></p> <ul style="list-style-type: none"> <li>• The regulatory environment</li> <li>• Regulation policy levers</li> <li>• Roles of governments within Canadian federalism</li> <li>• Pricing, entry and more</li> </ul> <p><b>Small Group Work Time (3:00 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• Final time for small groups to work on their economic impact of film in London projects, due on March 19</li> </ul> <p><b>Reminders</b></p> <ul style="list-style-type: none"> <li>• <b>Examining the film industry in London group reports due (worth 20%) by Friday, March 19, 2021 at 4pm</b></li> </ul>
<p><b>Week 10</b></p> <p>Tuesday, March 23, 2021 @ 1:30-4:30</p>	<p><b>LOBBYING &amp; ADVOCACY</b></p> <p><b>Lecture (1:30 – 3:00pm)</b></p> <ul style="list-style-type: none"> <li>• Advocacy in practice</li> <li>• Business lobby organizations in Canada</li> <li>• Influencing public actors</li> <li>• Successes and failures</li> <li>• Discussion about <b>final essays</b>, due on OWL on Friday, April 16, 2021 at 3pm (20%)</li> </ul> <p><b>Small Groups (3:00 – 4:30pm)</b></p>

	<ul style="list-style-type: none"> <li>• Small group discussions – details to be provided in class</li> <li>• Take up as full class towards end of class</li> </ul> <p><b>Readings</b></p> <ul style="list-style-type: none"> <li>• Review Policy and Advocacy section of <a href="#">Ontario Chamber of Commerce website (online)</a></li> <li>• Pross, P, “Pressure group behaviors in Canadian politics” (1975) – on OWL</li> </ul>
<p><b>Week 11</b></p> <p>Tuesday, March 30, 2021 @ 1:30-4:30</p>	<p><b>BUSINESS &amp; GOVERNMENT: WHO HOLDS THE POWER?</b></p> <p><b>Lecture (1:30 – 3:00pm)</b></p> <ul style="list-style-type: none"> <li>• Big problems: who can solve them?</li> <li>• The push and pull of business and government</li> <li>• Power in 2021 and beyond</li> </ul> <p><b>Preparation for Final Class (3:00 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• Discussion about final class report for City of London</li> <li>• Run through of plans for final class with City of London team</li> </ul> <p><b>Readings</b></p> <ul style="list-style-type: none"> <li>• TBD – will be shared closer to date (media articles)</li> </ul>
<p><b>Week 12</b></p> <p>Tuesday, April 6, 2021 @ 1:30-4:30</p>	<p><b>TOPIC</b></p> <p><b>CityStudio Wrap Up with City of London (1:30 – 3:30pm)</b></p> <ul style="list-style-type: none"> <li>• Presentation of class report with recommendations</li> <li>• Discussion about next steps</li> <li>• Will be joined by <b>Mischa Schlemmer</b>, Robin Armistead &amp; Cathy Parsons from the City of London team</li> </ul> <p><b>Class Wrap Up (3:30 – 4:30pm)</b></p> <ul style="list-style-type: none"> <li>• Final discussion about essays</li> <li>• Wrap up</li> </ul> <p><b>Reminders</b></p> <ul style="list-style-type: none"> <li>• Second half <b>participation marks</b> (10%) will be uploaded to OWL</li> <li>• <b>Final essays</b> (20%) due on OWL on Friday, April 16, 2021</li> </ul>



## **Appendix to Course Outlines: Academic Policies & Regulations 2020 – 2021**

### **Prerequisite and Antirequisite Information**

Students are responsible for ensuring that they have successfully completed all course prerequisites and that they have not completed any course antirequisites. Unless you have either the requisites for this course or written special permission from your Dean to enrol in it without them, you may be removed from this course and it will be deleted from your record. If you enrol in this course despite having already taken an antirequisite you may be removed from this course and it will be deleted from your record. Removals for these reasons may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites or for having already taken the antirequisites.

### **Conduct of Students in Classes, Lectures, and Seminars**

Membership in the community of Huron University College and Western University implies acceptance by every student of the principle of respect for the rights, responsibilities, dignity and well-being of others and a readiness to support an environment conducive to the intellectual and personal growth of all who study, work and live within it. Upon registration, students assume the responsibilities that such registration entails. The academic and social privileges granted to each student are conditional upon the fulfillment of these responsibilities. While in the physical classroom or online classroom, students are expected to behave in a manner that supports the learning environment of others. Students can avoid any unnecessary disruption of the class by arriving in sufficient time and ready for the start of the class, by remaining silent while the professor is speaking or another student has the floor, and by taking care of personal needs prior to the start of class. If a student is late, or knows that he/she will have to leave class early, be courteous: enter and leave quietly. Please see the Code of Student Conduct at:  
[www.huronuc.on.ca/sites/default/files/pdfs/Code%20of%20Student%20Conduct.pdf](http://www.huronuc.on.ca/sites/default/files/pdfs/Code%20of%20Student%20Conduct.pdf).

### **Technology**

It is not appropriate to use technology (such as, but not limited to, laptops, cell phones) in the classroom for non-classroom activities. Such activity is disruptive and distracting to other students and to the instructor, and can inhibit learning. Students are expected to respect the

classroom environment and to refrain from inappropriate use of technology and other electronic devices in class.

### **Adding / Dropping Courses**

If you think that you are too far behind to catch up or that your workload is not manageable, you should consult your Academic Advisor. If you are considering reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines. Please refer to the Huron website, <https://huronatwestern.ca/academic-advising> or review the list of official Sessional Dates on the Academic Calendar, available here: <http://www.westerncalendar.uwo.ca/SessionalDates.cfm>.

You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. Note that dropping a course may affect OSAP and/or Scholarship/Bursary eligibility.

### **Class Cancellations**

In the event of a cancellation of class, every effort will be made to post all relevant information on the OWL class site and on the Huron website at, <https://huronatwestern.ca/about/accessibility>.

### **Attendance Regulations for Examinations**

A student is entitled to be examined in courses in which registration is maintained, subject to the following limitations:

- 1) A student may be debarred from writing the final examination for failure to maintain satisfactory academic standing throughout the year.
- 2) Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course will be reported to the Dean of the Faculty offering the course (after due warning has been given). On the recommendation of the Department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course. The Dean of the Faculty offering the course will communicate that decision to the Dean of the Faculty of registration.

Please see the policy on Attendance Regulations for Examinations here: [https://www.uwo.ca/univsec/pdf/academic\\_policies/exam/attendance.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/exam/attendance.pdf).

## **Academic Student Support Services**

For advice on course selections, degree requirements, and for assistance with requests for medical accommodation, students should email an Academic Advisor in Huron's Student Support Services at [huronsss@uwo.ca](mailto:huronsss@uwo.ca). An outline of the range of services offered is found on the Huron website at: <https://huronatwestern.ca/academic-advising> .

Department Chairs, Program Directors and Coordinators are also able to answer questions about individual programs. Contact information can be found on the Huron website at: <https://huronatwestern.ca/contact/contact-directory> .

## **Copyright Regarding Course Material**

Lectures and course materials, including PowerPoint presentations, tests, outlines, and similar materials are protected by copyright. Faculty members are the exclusive owner of copyright in those materials they create. Students may take notes and make copies for their own use. Students may not allow others to reproduce or distribute lecture notes and course materials publicly (whether or not a fee is charged) without the express written consent of a faculty member. Similarly, students own copyright in their own original papers and exam essays. If a faculty member is interested in posting a student's answers or papers on the course website he/she should ask for the student's written permission.

## **Statement on Academic Integrity**

The International Centre for Academic Integrity defines academic integrity as "a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility.

From these values flow principles of behaviour that enable academic communities to translate ideals to action." (CAI Fundamental Values Project, 1999).

A lack of academic integrity is indicated by such behaviours as the following:

- Cheating on tests;
- Fraudulent submissions online;
- Plagiarism in papers submitted (including failure to cite and piecing together unattributed sources);
- Unauthorized resubmission of course work to a different course;
- Helping someone else cheat;
- Unauthorized collaboration;
- Fabrication of results or sources;
- Purchasing work and representing it as one's own.

## **Academic Integrity: Importance and Impact**

Being at university means engaging with a variety of communities in the pursuit and sharing of knowledge and understanding in ways that are clear, respectful, efficient, and productive. University communities have established norms of academic integrity to ensure responsible, honest, and ethical behavior in the academic work of the university, which is best done when sources of ideas are properly and fully acknowledged and when responsibility for ideas is fully and accurately represented.

In the academic sphere, unacknowledged use of another's work or ideas is not only an offence against the community of scholars, it is also an obstacle to academic productivity. It may also be understood as fraud and may constitute an infringement of legal copyright.

A university is a place for fulfilling one's potential and challenging oneself, and this means rising to challenges rather than finding ways around them. The achievements in an individual's university studies can only be fairly evaluated quantitatively through true and honest representation of the actual learning done by the student. Equity in assessment for all students is ensured through fair representation of the efforts by each.

Acting with integrity at university constitutes a good set of practices for maintaining integrity in later life. Offences against academic integrity are therefore taken very seriously as part of the university's work in preparing students to serve, lead, and innovate in the world at large.

A university degree is a significant investment of an individual's, and the public's, time, energies, and resources in the future, and habits of academic integrity protect that investment by preserving the university's reputation and ensuring public confidence in higher education.

**Students found guilty of plagiarism will suffer consequences ranging from a grade reduction, to failure in the course, to expulsion from the university. In addition, a formal letter documenting the offence will be filed in the Dean's Office, and this record of the offence will be retained in the Dean's Office for the duration of the student's academic career at Huron University College.**

## **Statement on Academic Offences**

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, as per the Academic Calendar:

[http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showC at egory&SelectedCalendar=Live&ArchiveID=#SubHeading\\_189](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showC at egory&SelectedCalendar=Live&ArchiveID=#SubHeading_189) .

## **Turnitin.com**

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<https://www.turnitin.com/>).

## **Computer-Marked Tests/Exams**

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

## **Clickers**

Personal Response Systems (“clickers”) may be used in some classes. If clickers are to be used in a class, it is the responsibility of the student to ensure that the device is activated and functional. Students must see their instructor if they have any concerns about whether the clicker is malfunctioning.

Students must use only their own clicker. If clicker records are used to compute a portion of the course grade:

- the use of somebody else’s clicker in class constitutes a scholastic offence
- the possession of a clicker belonging to another student will be interpreted as an attempt to commit a scholastic offence.

## **Academic Accommodation for Students With Disabilities**

Students who require **special** accommodation for tests and/or other course components must make the appropriate arrangements with the Student Development Centre (SDC). Further details concerning policies and procedures may be found at: <http://academicsupport.uwo.ca/>.

Please review the full policy at, [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/Academic%20Accommodation\\_disabilities.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic%20Accommodation_disabilities.pdf).

## **Academic Consideration for Missed Work**

Students who are seeking academic consideration for missed work during the semester may submit a self-reported absence form online provided that the absence is 48 hours or less and the other conditions specified in the Senate policy at

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/Academic\\_Consideration\\_for\\_absences.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic_Consideration_for_absences.pdf) are met.

Students whose absences are expected to last longer than 48 hours, or where the other conditions detailed in the policy are not met (e.g., work is worth more than 30% of the final grade, the student has already used 2 self-reported absences, the absence is during the final exam period), may receive academic consideration by submitting a Student Medical Certificate (for illness) or other appropriate documentation (for compassionate grounds). The Student Medical Certificate is available online at [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf).

All students pursuing academic consideration, regardless of type, must contact their instructors no less than 24 hours following the end of the period of absence to clarify how they will be expected to fulfill the academic responsibilities missed during their absence. **Students are reminded that they should consider carefully the implications of postponing tests or midterm exams or delaying submission of work, and are encouraged to make appropriate decisions based on their specific circumstances.**

Students who have conditions for which academic accommodation is appropriate, such as disabilities or ongoing or chronic health conditions, should work with Accessible Education Services to determine appropriate forms of accommodation.

### **Requests for Academic Consideration Using the Self-Reported Absence Form**

Students who experience an unexpected illness or injury or an extenuating circumstance (48 hours or less) that is sufficiently severe to temporarily render them unable to meet academic requirements (e.g., attending lectures or labs, writing tests or midterm exams, completing and submitting assignments, participating in presentations) should self-declare using the online Self-Reported Absence portal. This option should be used in situations where the student expects to resume academic responsibilities within 48 hours or less.

Please note the following conditions that are in place for self-reporting of medical or extenuating circumstances:

- Students will be allowed a **maximum of two self-reported absences** between September and April and one self-reported absence between May and August;
- Any absences in excess of the number designated in clause a above, regardless of duration, will require students to present a Student Medical Certificate (SMC), signed by a licensed medical or mental health practitioner, detailing the duration and severity of illness, or appropriate documentation supporting extenuating circumstances to the Academic Counselling unit in their Faculty of registration no later than two business days after the date specified for resuming responsibilities.

- Self-reported absences will not be allowed for scheduled final examinations; for midterm examinations scheduled during the December examination period; or for final lab examinations scheduled during the final week of term.
- Self-reporting may not be used for assessments (e.g. midterm exams, tests, reports, presentations, or essays) worth more than 30% of any given course.
- Students must be in touch with their instructors **no later than 24 hours after the end of the period covered by the Self-Reported Absence form**, to clarify how they will be expected to fulfil the academic expectations they may have missed during the absence.

Please review the full policy at,

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_illness.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_illness.pdf)

### **Policy on “Academic” Accommodation – Medical / Non-Medical Grounds**

**(a) Medical Grounds for assignments worth 10% or more of final grade: Go directly to Huron Support Services/ Academic Advising, or email [huronsss@uwo.ca](mailto:huronsss@uwo.ca) .**

University Senate policy, which can be found at,

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_medical.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf) , requires that all student requests for accommodation on medical grounds for assignments worth 10% or more of the final grade be made directly to the academic advising office of the home faculty (for Huron students, the “home faculty” is Huron), with supporting documentation in the form (minimally) of the Senate- approved Student Medical Certificate found at: [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf) .

The documentation is submitted in confidence and will not be shown to instructors. The advisors will contact the instructor when the medical documentation is received, and will outline the severity and duration of the medical challenge as expressed on the Student Medical Certificate and in any other supporting documentation. The student will be informed that the instructor has been notified of the presence of medical documentation, and will be instructed to work as quickly as possible with the instructor on an agreement for accommodation.

The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Dean. The instructor’s decision is appealable to the Dean.

**(b) Accommodation on Medical Grounds for assignments worth less than 10% of final grade: Consult Instructor Directly**

When seeking accommodation on medical grounds for assignments worth less than 10% of the final course grade, the student should contact the instructor directly. The student need only share broad outlines of the medical situation. The instructor **may** require the student to submit documentation to the academic advisors, in which case she or he will advise the student and inform the academic advisors to expect documentation. The instructor may not collect medical documentation. The advisors will contact the instructor when the medical documentation is received, and will outline the severity and duration of the medical challenge as expressed on the Student Medical Certificate and in any other supporting documentation. The student will be informed that the instructor has been notified of the presence of medical documentation, and will be instructed to work as quickly as possible with the instructor on an agreement for accommodation.

The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Dean. The instructor's decision is appealable to the Dean.

### **(c) Non-Medical Grounds: Consult Huron Support Services/ Academic Advising**

Where the grounds for seeking accommodation are not medical (e.g. varsity sports, religious, compassionate, bereavement) the student should contact an academic advisor directly. All accommodation requests must include a completed Accommodation Request Form. Late penalties may apply at the discretion of the instructor.

Where a student seeks accommodation on non-medical grounds where confidentiality is a concern, the student should approach an academic advisor with any documentation available. The advisors will contact the instructor after the student's request is received, and will outline the severity and duration of the challenge without breaching confidence. The student will be informed that the instructor has been notified that significant circumstances are affecting or have affected the student's ability to complete work, and the student will be instructed to work as quickly as possible with the instructor on an agreement for accommodation. Before denying a request for accommodation where documentation has been submitted to an academic advisor, the instructor will consult with the Dean. The instructor's decision is appealable to the Dean.

### **Mental Health & Wellness Support at Huron and Western**

University students may encounter setbacks from time to time that can impact academic performance. Huron offers a variety of services that are here to support your success and wellbeing. Please visit <https://huronatwestern.ca/student-life-campus/student-services/wellness-safety> for more information or contact staff directly:  
Wellness Services: [huronwellness@huron.uwo.ca](mailto:huronwellness@huron.uwo.ca) Community Safety Office:  
[safety@huron.uwo.ca](mailto:safety@huron.uwo.ca) Chaplaincy: [gthorne@huron.uwo.ca](mailto:gthorne@huron.uwo.ca)

Additional supports for Health and Wellness may be found and accessed at Western through, [www.uwo.ca/uwocom/mentalhealth/](http://www.uwo.ca/uwocom/mentalhealth/).

### **Important Dates & Directory**

For a current and up-to-date list of important dates and campus directories, please visit:

- **Huron – Important Dates:** <https://huronuc.ca/important-dates-and-deadlines>
- **Academic Calendar & Sessional Dates:**  
<http://www.westerncalendar.uwo.ca/SessionalDates.cfm>
- **Huron Directory – Faculty, Staff and Administration:**  
<https://huronuc.ca/index.php/contact/contact-directory>
- **Western Directory – Faculty, Staff and Administration:**  
<https://www.uwo.ca/directory.html>