



**Department of Political Science**  
**M.A. Degree in Political Science**  
**Handbook**  
**2018 – 2019**

**Disclaimer:** If there is a discrepancy between this Handbook and the School of Graduate Studies Calendar, [the School of Graduate Studies Calendar](#) will prevail.

**McMaster University  
Department of Political Science  
Master of Arts in Political Science**

The Master of Arts Degree in Political Science is an examination of power and politics at the national level including Canadian and comparative politics, political theory, public policy and administration.

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## 2018-2019 Important Dates

Monday, September 3	Labour Day Holiday, Department is closed
Tuesday, September 4	Orientation Session, 9:15 a.m. – 10:15 a.m., LRW 1003
Tuesday, September 4	TA Orientation Session, 11:15 a.m. – 12:00 p.m., LRW 1003
Tuesday, September 4	Welcome Reception & Lunch, 12:00 p.m. – 1:30 p.m., LRW 1003
Wednesday, September 5	First day of Political Science graduate classes for Term 1
Wednesday, September 5	Teaching and Learning Forum, 9:00 a.m. – 12:00 p.m., CIBC Hall
Monday, September 10	Final date for late Mosaic enrollment
Wednesday, September 12	Department course enrollment worksheet due
Friday, September 28	Last day to add courses for Term 1
Friday, September 28	Last day to complete and pass SGS 101 and SGS 201
Friday, October 5	Last day to drop courses for Term 1 (please note that all courses on a student’s record after this date will require a grade)
October 8 – 14	Mid-term recess
Wednesday, December 5	Last day of class for Term 1
December 24 – January 1	Department and University closed for the Holiday Break
Wednesday, January 2	Department and University reopen for 2019
Monday, January 7	First day of classes for Term 2
Friday, January 25	Last day to add courses for Term 2
Friday, February 1	Last day to drop courses for Term 2 (please note that all courses on a student’s record after this date will require a grade)
February 18 – 24	Mid-term recess
Tuesday, April 9	Last day of classes for Term 2

Tuesday, April 16	MA Comp Exam Info Session, 10:00 a.m. – 12:00 p.m., KTH 709
Friday, April 19	Good Friday, Department and University closed
Tuesday, April 23	MA Comprehensive Exam Ballot due
Wednesday, May 1	Distribution of MA Study Guides
July 8 – 12	MA Comprehensive Exam Week
Thursday, August 15	Results of MA Comprehensive Exams will be made available

More detailed information on [Sessional Dates](#) can be found online in the 2018-2019 School of Graduate Studies Calendar.

## Degree Requirements

Admission to the M.A. in Political Science degree program requires an average of B+ or better in Honours Political Science or, with the approval of the Department's Graduate Chair, in another discipline. The M.A. in Political Science offers concentrations (majors) in four areas: Canadian Politics, Comparative Politics, Political Theory and Public Policy. In the M.A. in Political Science program, studies in all areas may take the form of course work and comprehensive examinations, or course work and a thesis.

### A. Course work with Comprehensive Examinations

This option consists of six half courses (or equivalent) at the graduate level and written comprehensive examinations. Normally 3 half courses are taken in the Fall term (September-December) and 3 half courses during the Winter term (January-April). The comprehensive examinations are written in the latter half of July. Students are responsible for one major (two subfields) and one minor (one subfield) area. Major subfields may be chosen from: Canadian Politics, Comparative Politics, Political Theory, and Public Policy. Minor subfields may be chosen from: Canadian Politics, Comparative Politics, International Relations, Political Theory and Public Policy.

### B. Course Work with Thesis

This option consists of five half courses (or equivalent) and a thesis, which must demonstrate independent research skills. Full-time students who wish to write a thesis must submit a thesis proposal for departmental approval by December 1<sup>st</sup> of Term 1. If the thesis proposal is not approved, students may continue in the course/comprehensive option. The thesis option is normally a two-year program.

## Course Work

Students who undertake the course/comprehensive option are required to complete 18 units (6 half courses) of course work beyond the B.A. level. For students who pursue the course/thesis option, the requirement is 15 units (5 half courses): 9 units to be taken in Term 1, followed by 6 units in Term 2.

Students should consult with the MA Political Science Graduate Advisor and with the Area Convenors on the appropriate courses to take.

The University and the Department use a letter grade system in which the following are passing grades: A+, A, A-, B+, B, B-. **A grade below a B- (B minus) is considered a failure in graduate courses.** While a B- standing is sufficient to earn a degree by School of Graduate Studies criteria, **a failure in any course normally results in the Department recommending that the student not be allowed to continue.**

Exceptional Incompletes: Incompletes will be granted **only in very unusual circumstances.** To qualify, the student must apply for one by filing out the University's Incomplete Grade Memo Form. This must be signed by the Instructor, and must be submitted to the Graduate Chair for approval. Deadlines for removal of incomplete grades are given in the School of Graduate Studies Calendar. Courses still incomplete after the deadline are given a grade of F (fail) and the student is not permitted to re-register without the approval of the School of Graduate Studies Committee on Graduate Admissions and Study.

## Comprehensive Examinations

Only those students in the course/comprehensive option will write comprehensive examinations. Examinations are normally scheduled over a one-week period in mid-July.

Examinations will be written in both a major area and a minor area. The areas in which students may choose to major are: Canadian Politics, Comparative Politics, Political Theory and Public Policy. Minor subfields may be chosen from: Canadian Politics, Comparative Politics, International Relations, Political Theory and Public Policy.

In the major area, comprehensive examinations consist of 2 three-hour subfield examinations. In the minor area, comprehensive examinations consist of 1 three-hour subfield examination. Students will be asked to confirm their selected areas (major, minor and subfields) for comprehensive examination by late April. Study guides, as well as copies of the comprehensive examination questions for the previous year will be made available before that time. Students are generally advised to choose subfields in which they have done course work in the Department.

Comprehensive examinations will be graded by at least two faculty members. As with courses, **a grade below B- is considered a failure in the comprehensive examinations.** The outcome of a student's comprehensive examinations will be reported to the School of Graduate Studies as "pass" or "fail". If the result of the examinations is "fail", the student will be given a second opportunity to take the examination, or those portions on which the failure occurred. This second opportunity will normally be offered in mid-December.

Students should be aware that they will be required to register and pay full-time tuition fees in order to take this second opportunity. If a student chooses to withdraw from the program prior to that second opportunity, the result "fail" will remain on the student's record.

## M.A. Thesis

Only those students in the course/thesis option will write a thesis.

A student who wishes to write an M.A. thesis should seek out a thesis supervisor as soon as possible on entering the program, and should begin to work out a potential topic for research with that supervisor. The supervisory committee, which must include no fewer than 3 members (including the Supervisor) should be established **no later than October 15**, during Term 1 of the program. Members of the supervisory committee are normally all from the Department, although one can be from another department.

The student will develop his/her thesis proposal in consultation with the thesis supervisor and other members of the supervisory committee. The thesis proposal must be no longer than 3,500 words or 15 double-spaced pages (including references). The goal of the proposal is to enable the student to focus early in the program on the thesis and to obtain preliminary agreement on its acceptability and feasibility from a supervisory committee. The proposal must also be approved by the supervisory committee before data collection begins. Because of similarities in the structures of M.A. and Ph.D. thesis proposals, M.A. students may want to consult the department guidelines for writing Ph.D. dissertation proposals.

The supervisory committee must submit memorandum, along with a copy of the thesis proposal to the Graduate Chair. The Departmental requirement is that the **thesis proposal be submitted to the Graduate Chair by November 30** during Term 1 of the program. The supervisory committee will then meet with the Graduate Chair to discuss the proposal and decide whether it is to be formally approved. If the thesis proposal is not approved, the student may continue in the course/comprehensive option.

The thesis defense is to be undertaken according to the regulations set out by the School of Graduate Studies. The M.A. thesis should be no more than 30,000 words (or 125 double-spaced pages) including all front matter, references and bibliography.

The M.A. thesis will normally be a two-year program. Space permitting, students in the second year of the thesis program will be provided office space on the 5<sup>th</sup> floor of KTH, along-side Ph.D. students. M.A. thesis students are also eligible to apply for the graduate travel grants offered by the Department.

## Graduate Course Offerings (2018-2019)

### Canadian Politics

POLSCI 6006 (3) Canadian Politics  
POLSCI 760 (2) Political Institutions of the Canadian State  
POLSCI 770 (1) Globalization and the Canadian State

### Comparative Politics

POLSCI 706 (2) Comparative Politics of Health Policy  
POLSCI 740 (1) Theories of Comparative Politics  
POLSCI 742 (2) Politics of the Developing Area  
POLSCI 783 (2) Comparative Public Policy

POLSC 788 (1) Comparative Foreign Policy: Canadian and U.S. Foreign Policy

### **International Relations**

POLSCI 768 (1) Political Economy of Global Climate Change  
POLSCI 771 (2) Advanced Concepts in International Relations Theory  
POLSCI 772 (1) Theories of International Politics  
POLSCI 774 (1) Global Political Economy  
POLSCI 776 (2) Advanced Issues in Critical Security Studies  
POLSCI 777 (2) Global Governance  
POLSCI 788 (1) Comparative Foreign Policy: Canadian and U.S. Foreign Policy

### **Political Theory**

POLSCI 715 (1) Liberalism and Imperialism  
POLSCI 754 (2) Critics of Modernity  
POLSCI 757 (2) Theories of Political Community

### **Public Policy**

POLSCI 701 (1) Theory and Practice of Policy Analysis: Frameworks and Models  
POLSCI 706 (2) Comparative Politics of Health Policy  
POLSCI 705 (2) Global Public Policy  
POLSCI 770 (1) Globalization and the Canadian State  
POLSCI 780 (1) Selected Political Problems I: Topic TBA  
POLSCI 783 (2) Comparative Public Policy  
POLSCI 784 (2) Quantitative Political and Policy Analysis  
POLSCI 785 (1) Public Sector Management  
POLSCI 796 (1) Research Design and Methods

The complete list of Political Science graduate courses is available in the [School of Graduate Studies Calendar](#). Political Science grad courses being offered for the 2018-2019 academic year are listed on the [Department of Political Science website](#).

### **School of Graduate Studies (mandatory requirements)**

SGS 101 (1) Academic Research Integrity and Ethics  
SGS 201 (1) Accessibility for Ontarians with Disabilities Act (AODA)

All graduate students, including part-time students, exchange and visiting students must complete and pass the course SGS 101 Academic Research Integrity & Ethics within the first month of their first term after admission. You can enroll in this on-line course in Mosaic and it will be available to you via [Avenue to Learn](#) to complete.

Graduate students are also required to complete and pass SGS 201. You can enroll in this on-line course in Mosaic and it will be available to you as well in [Avenue to Learn](#). More information about this can be found through the [Accessibility Hub](#).

Students may not graduate or register in subsequent terms without having completed this required training.

## **School of Graduate Studies / McMaster University (mandatory requirements)**

McMaster's Environmental and Occupational Health Support Services ([EOHSS](#)) Health and Safety Training Program provides mandatory training for all employees, grad students, volunteers and visitors working in the University. Self-registration offered by EOHSS is available through Mosaic. As a graduate student at McMaster you are required to complete the following 7 modules: 1) Asbestos Awareness, 2) Ergonomics, 3) Fire & Safety, 4) Health & Safety Orientation, 5) Slips, Trips & Falls, 6) WHMIS 2015, and 7) Violence & Harassment Prevention.

## **Institute on Globalization and the Human Condition (IGHC)**

The [Institute on Globalization and the Human Condition](#) (IGHC) is a Research Institute which hosts an M.A. in Globalization Studies and supports teaching and research on a wide variety of global studies topics. The Institute is located on the 2<sup>nd</sup> floor of L.R. Wilson Hall (LRW-2021). It runs a working paper series, hosts numerous visiting speakers, awards essay prizes and grants research scholarships. Political Science and International Relations students, with an interest in Globalization are welcome and encouraged to take courses in the Institute and participate in all of its activities.

## **University Regulations**

For complete listing of Regulations for Master's Degrees, students are advised to consult the current edition of the [School of Graduate Studies Calendar](#).

## **Other Administrative Information**

### **Personal Information**

Students are responsible for keeping the personal contact information, such as addresses and phone numbers up to date. Additions and changes must be completed through your Student Center in Mosaic.

### **Transportation**

All full-time graduate students will be given a PRESTO card which you can use for free on the Hamilton Street Railway (HSR) and on GO Transit. More information about this can be found on the [Graduate Students Association website](#).

### **CUPE**

Canadian Union of Public Employees (CUPE), [Local 3906](#), Unit 1, represents all individuals employed as teaching assistants (TAs) and Research Assistants in lieu (RAs in lieu), demonstrators, tutors & super tutors and markers. If you are a TA or an RA in lieu of a TA, you are a member of CUPE. Union dues are deducted when you receive TA/RA payments. The [Union office](#) is located in KTH-B111.

### **Dental Plan**

All full-time graduate students who are receiving a TA and/or RA in lieu of a TA of 130 hours or greater will have Dental Plan premiums deducted each month for the full year, September to

August). Provisions for opting-out of the [Dental Plan](#) or for obtaining family coverage can be found online through the CUPE Local 3906 website.

### **Employment Regulations**

Full-time students who are participating in McMaster-based paid employment should work no more than an average of 10 hours a week to a maximum of 505 hours in the academic year. Normally students who exceed this limit are asked drop down to part-time status, to stop working or reduce their hours of work. Changing student status from full-time to part-time will affect a student's scholarship funding, OSAP, and student visa.

No exceptions totaling 505 hours or more per academic year (September-August) will be approved.

### **Full-time Status**

Full-time students are obliged to be on campus, except for vacation periods or authorized off-campus status, for all three terms of the university year. Any student who is away from campus for longer than one week, which is not part of the student's vacation entitlement, requires their supervisor's approval in writing. If this period of time exceeds two weeks, the approval of the department chair is also required. Students who will be away from campus for more than four weeks require not only permission from the Department but also that of the appropriate Associate Dean of Graduate Studies and must submit a Request to be Full Time Off Campus.

Note that this permission is needed even for field work or study elsewhere in the world, in order to allow the University to comply with the regulation requiring that a written explanation for such absences be lodged in the Graduate School office.

Students may arrange, through the Department and the Associate Dean of Graduate Studies, to be "full-time off-campus" for periods of up to a year. Students will also be required to complete the Risk Management Manual (RMM) 801 forms and gain approval through EOHSS. In cases of unauthorized absence the student will be deemed to have withdrawn voluntarily from graduate study and will have to petition for readmission. No guarantee of readmission or of renewal of financial arrangements can be made.

In order to receive a degree, the student must fulfill all departmental or program requirements and all University regulations, including those of the School of Graduate Studies. Students who have outstanding financial accounts at the end of the academic year will not receive their academic results, diplomas, or transcripts.

### **Student Vacations**

Full-time graduate students are expected to be on campus for all three terms of the university year. In addition to statutory holidays and the closure of the University normally late December until early January, normal vacation entitlement for a graduate student is two weeks of vacation during the year, to be scheduled by mutual agreement with the research supervisor. An exception to this allotment requires approval from the supervisor or in the supervisor's absence the Graduate Chair.

Students who are also employees of the University must seek vacation approval from their employment supervisor and are entitled to vacation time pursuant to the terms of their employment contract.

### **Teaching Assistantships/RA in lieu of TA**

Some full-time graduate students are offered a TA (or RA in lieu) as part of their funding package. Duties vary according to department/course requirements but will normally consist of leading tutorials, meeting with students, email communication, marking, and other duties as discussed with the course instructor. It is important to note that TA positions will be distributed in the first or second week of September.

### **Transcripts**

Unofficial transcripts are available through Mosaic. Access is available to view and print on demand through the My Academics tab. You can also request an official transcript through Mosaic with options to include in-person pick-up (GH-108) or mail. For rush, courier or fax requests processing charges will apply. More information can be found through the [Office of the Registrar](#).

### **Universal Health Insurance Plan (UHIP) for Visa Students**

The [Universal Health Insurance Plan](#) (UHIP) is a mandatory, comprehensive health insurance plan that provides health coverage for International and Incoming Exchange Students. UHIP covers medically necessary doctors and hospital visits within Ontario. International students are automatically enrolled in UHIP every year. The student is responsible to ensure that the coverage is correct and are asked to check student account in Mosaic. For more information please visit the Health Care portal through McMaster's [International Student Services website](#). More detailed information and what you need to know is listed on this site.

## **Contacts and Facilities**

### **Graduate Committee 2018-2019**

Chair: Dr. Robert O'Brien

MA International Relations Graduate Advisor: Dr. Peter Nyers

MA Political Science Graduate Advisor: Dr. Peter Graefe

Scholarships Coordinator: Dr. Tony Porter

TA Coordinator: Dr. Stephen McBride

Curriculum Coordinator: Dr. Katherine Boothe

Recruitment Coordinator: Dr. Michelle Dion

PhD Graduate Student Representative: TBA

MA Graduate Student Representative: TBA

### **Area Convenors**

Canadian Politics: Dr. Greg Flynn

Comparative Politics: Dr. Nibaldo Galleguillos

International Relations: Dr. Peter Nyers

Political Theory: Dr. Inder Marwah

Public Policy: Dr. Katherine Boothe

### **Administrative Assistant**

Manuela Dozzi

Email: [dozzim@mcmaster.ca](mailto:dozzim@mcmaster.ca)

Office: Kenneth Taylor Hall, Room 527 (KTH-527)

Tel: (905) 525-9140 extension 24742

Please feel free to visit the [Political Science website](#) to view faculty profiles and contact information.

### **Graduate Student Computer Lab**

At present, graduate students in Political Science have access to a small computer lab located on the 5<sup>th</sup> floor of Kenneth Taylor Hall in KTH-501. Some if not most course readings will be placed in KTH-501 and can be borrowed for photocopying. The access code to this room will be given to all MA students after the Orientation Session.

### **Photocopying/Printing**

A network photocopier is available for students to use and is located in KTH-501. The service is available at a cost of \$0.10/printed per side (not per page) for black and white printing only. Individual photocopier codes will be given to each student in September.

Billing cycle 1: Tuesday, September 4, 2018 – Sunday, December 2, 2018

- Bill date: Monday, December 3, 2018
- Payment due date: Monday, December 17, 2018

Billing cycle 2: Monday, December 3, 2018 – Tuesday, April 30, 2019

- Bill date: Wednesday, May 1, 2019
- Payment due date: Wednesday, May 15, 2019

There will also be one final billing date in mid to late summer of 2019.

### **Mail Services**

Each graduate student will have their own mailbox located in KTH-526. This room can be accessed at any time and we ask that you regularly check your mailbox. The access code for this room will be given to all MA students after the Orientation Session.

### **Department Checkout Requirements**

Upon completion of all degree requirements, students will be required to empty their mailboxes, return any keys (if applicable) and to make sure that their contact information in Mosaic is current and up to date. Any mail collected will be forwarded to you for up to three months.

### **Departmental website**

More information about the department, courses, news, research, people and contacts can be found on the [Department of Political Science](#) website.