

Politics 355  
**Governing Instruments**  
(06-3 )

Class Time: Thursday 1:30-5:20 AQ5039  
Class E-Mail List: pol355-d1@sfu.ca

Dr. Michael Howlett  
AQ 6049 604.291.3082  
e-mail: howlett@sfu.ca  
Office Hours: Thursday 12:30-1:30

NOTE: This outline is also available through the Class WWW Site  
(<http://www.sfu.ca/~howlett/courses.html>)

**Outline:**

This course introduces students to the study of the instruments used by governments in carrying out their tasks and adapting to, and altering, their environments. An essential component of modern governance, substantive and procedural policy instruments together comprise the toolbox from which governments must choose in attempting to resolve policy problems. The course begins with the establishment of a framework for analyzing governing instruments and moves on to consider the merits, demerits and rationales for the use of specific organization, regulatory, financial and information-based tools. The issue of instrument mixes and their design is addressed. Finally, the manner in which instrument change relates to overall policy change is assessed.

**Required Texts**

Eliadis, Pearl, Margaret Hill, and Michael Howlett, ed. Designing Government: From Instruments to Governance. Montreal: McGill-Queen's University Press, 2005.

Salamon, Lester M., ed. The Tools of Government: A Guide to the New Governance. New York: Oxford University Press, 2002.

**Recommended Texts**

Marie-Louise Bemelmans-Videc, Ray C. Rist and Evert Vedung eds., Carrots, Sticks and Sermons: Policy Instruments and Their Evaluation New Brunswick, N.J., Transaction Publishers, 1998.

B. Guy Peters and F. K. M. Van Nispen, eds. Public Policy Instruments: Evaluating the Tools of Public Administration, New York: Edward Elgar Pub August 1998.

**Requirements and Marking:**

1. There will be a final examination worth 40 percent of the course mark. It will be held from 8:30-11:30 am Saturday December 16. Room TBA.

2. One 15-20 page paper is due at the end of term and is worth 50 percent of the class mark. Papers should be typed, double-spaced and properly formatted. Papers are due on the last day of class. **LATE PAPERS WILL LOSE TEN PERCENT PER DAY LATE.**

3. A 3-5 page outline of the paper is due by e-mail in Week VIII. The outline should set out the general argument to be made in the paper, the methodology to be followed, and include appropriate traditional and non-traditional (WWW) bibliographic references. The outline will be returned in Week VIII and will account for 10 percent of the paper grade. **LATE OUTLINES WILL RECEIVE A ZERO GRADE.**

4. Ten (10) percent of the course mark will be awarded on the basis of class participation. This includes the oral presentation of a reading from the recommended readings in weeks IV-VII or IX-XII when that section is covered in class. **LATE PRESENTATIONS WILL RECEIVE A ZERO GRADE.**

Paper Topic:

Choose either a substantive or a procedural policy instrument and set out the theoretical explanation for its use. Examine an example of its use in Canada. Why was it used in this case? How does this empirical case study finding compare with the theoretical rationale put forward? What does this tell us about the strengths and weaknesses of existing theories of policy instrument choice?

NOTE: Students may find the supplementary bibliography of Canadian materials located at <http://www.sfu.ca/~howlett/355011BIB.html> useful in developing ideas for case studies.

Papers are due on the last day of class.

**WEEKLY READING LIST**

*NOTE: All **required** readings have been placed on reserve in Bennett Library*

WEEK I: INTRODUCTION: POLICY INSTRUMENTS AND THE NEW GOVERNANCE

Required Reading:

Salamon, Lester M. "The New Governance and the Tools of Public Action." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 1-47.

Balch, George I. "The Stick, the Carrot, and Other Strategies: A Theoretical Analysis of Governmental Intervention." Law and Policy Quarterly. 2, no. 1 (1980): 35-60.

Recommended Reading:

Salamon, Lester. "Rethinking Public Management: Third Party Government and the Changing Forms of Government Action." Public Policy 29, no. 3 (1981): 255-275

Woodside, K. "Policy Instruments and the Study of Public Policy." Canadian Journal of Political Science. 19, no. 4 (1986): 775-793.

Grabosky, Peter N. "Using Non-Governmental Resources to Foster Regulatory Compliance." Governance. 8, no. 4 (1995): 527-550.

Van Kersbergen, Kees and Frans Van Waarden. "Governance' as a Bridge Between Disciplines: Cross-Disciplinary Inspiration Regarding Shifts in Governance and Problems of Governability, Accountability and Legitimacy." European Journal of Political Research. 43, no. 2 (2004): 143-172.

Lindquist, Evert A. "Public Managers and Policy Communities: Learning to Meet New Challenges." Canadian Public Administration. 35, no. 2 (1992): 127-159.

## WEEK II: INTRODUCTION: POLICY INSTRUMENTS AND THEIR ANALYSIS

### Required Reading:

Howlett, Michael. "What is a Policy Instrument? Policy Tools, Policy Mixes and Policy Implementation Styles." In P. Eliadis, M. Hill and M. Howlett, ed(s), Designing Government: From Instruments to Governance, Montreal: McGill-Queen's University Press, 2005. 31-50.

Peters, B. Guy. "The Problem of Policy Problems." In P. Eliadis, M. Hill and M. Howlett, ed(s), Designing Government: From Instruments to Governance, Montreal: McGill-Queen's University Press, 2005. 77-105.

### Recommended Reading:

Howlett, Michael. "Policy Instruments, Policy Styles, and Policy Implementation: National Approaches to Theories of Instrument Choice." Policy Studies Journal. 19, no. 2 (1991): 1-21.

Linder, Stephen H. and B. Guy Peters. "Instruments of Government: Perceptions and Contexts." Journal of Public Policy. 9, no. 1 (1989): 35-58.

de Bruijn, J.A. and E.F. ten Heuvelhof. "Instruments for Network Management." In W. J. M. Kickert, E.-H. Klijn and J. F. M. Koppenjan, ed(s), Managing Complex Networks: Strategies for the Public Sector, London: Sage, 1997. 119-136.

Bemelmans-Videc, Marie-Louise and Evert Vedung. "Conclusion: Policy Instrument Types, Packages, Choices and Evaluation." In M. L. Bemelmans-Videc, R. C. Rist and E. Vedung, ed(s), Carrots, Sticks and Sermons: Policy Instruments and Their Evaluation, New Brunswick: Transaction Publishers, 1997. 249-273.

Howlett, Michael. "Beyond Good and Evil in Policy Implementation: Instrument Mixes, Implementation Styles and Second Generation Theories of Policy Instrument Choice." Policy & Society. 23, no. 2 (2004): 1-17.

## WEEK III: POLICY INSTRUMENT THEORY (I): SUBSTANTIVE POLICY INSTRUMENTS

### Required Reading:

Salamon, Lester M. and Michael S. Lund. "The Tools Approach: Basic Analytics." In Beyond Privatization: The Tools of Government Action, edited by L. S. Salamon. Washington D.C: Urban Institute, 1989. pp. 23-50 and Peters, B. Guy. "The Politics of Tool Choice." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 552-564.

Christopher Hood, The Tools of Government Chatham: Chatham House, 1986 pp. 1-15 and chapters 2-5 recommended

### Recommended Reading:

Hood, Christopher. "Using Bureaucracy Sparingly." Public Administration. 61, no. 2 (1983): 197-208.

Vedung, Evert. "Policy Instruments: Typologies and Theories." In M. L. Bemelmans-Videc, R. C. Rist and E. Vedung, ed(s), Carrots, Sticks and Sermons: Policy Instruments and Their Evaluation, New Brunswick: Transaction Publishers, 1997. 21-58.

Baxter-Moore, N. (1987). Policy Implementation and the Role of the State: A Revised Approach

to the Study of Policy Instruments. Contemporary Canadian Politics: Readings and Notes. R. J. Jackson, D. Jackson and N. Baxter-Moore. Scarborough, Prentice-Hall: 336-355.

Donovan, Mark C. Taking Aim: Target Populations and the Wars on AIDS and Drugs. Washington DC: Georgetown University Press, 2001. Pp. 85-109

Jordan, Andrew, Rudiger K. W. Wurzel, and Anthony Zito. "The Rise of 'New' Policy Instruments in Comparative Perspective: Has Governance Eclipsed Government?" Political Studies. 53(2005): 477-496.

#### WEEK IV: SUBSTANTIVE POLICY INSTRUMENTS (I): ORGANIZATIONAL INSTRUMENTS

##### Required Reading:

Leman, Christopher K. "Direct Government." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 48-79. And Stanton, Thomas H. and Ronald C. Moe. "Government Corporations and Government-sponsored Enterprises." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 80-116.

Kernaghan, Kenneth. "Partnership and Public Administration: Conceptual and Practical Considerations." Canadian Public Administration. 36, no. 1 (1993): 57-76.

##### Recommended Reading:

Savas, Emmanuel S. "A Taxonomy of Privatization Strategies." Policy Studies Journal. 18, no. 2 (1989/90): 343-55.

Tupper, Allan and G. Bruce Doern. "Canadian Public Enterprise and Privatization." In A. Tupper and G. B. Doern, ed(s), Privatization, Public Policy and Public Corporations in Canada, Montreal: Institute for Research on Public Policy, 1988. 1-50.

Lowndes, Vivien and Chris Skelcher. "The Dynamics of Multi-Organizational Partnerships: An Analysis of Changing Modes of Governance." Public Administration. 76, no. Summer (1998): 313-333.

Vining, Aidan R., Anthony E. Boardman, and Finn Poschmann. "Public-Private Partnerships in the US and Canada: "There are No Free Lunches"." Journal of Comparative Policy Analysis. 7, no. 3 (2005): 199-220.

Olsen, Johan P. "Maybe It Is Time to Rediscover Bureaucracy." Journal of Public Administration Research and Theory. 16, no. 1 (2005): 1-24.

#### WEEK V: SUBSTANTIVE POLICY INSTRUMENTS (II): AUTHORITATIVE INSTRUMENTS

##### Required Reading:

Keyes, John Mark. "Power Tools: The Form and Function of Legal Instruments for Government Action." Canadian Journal of Administrative Law and Practice. 10(1996): 133-174.

Crew, M. A. and C. K. Rowley (1986). "Deregulation as an Instrument in Industrial Policy." Journal of Institutional and Theoretical Economics 142: 52-70.

##### Recommended Reading:

Salamon, Lester A. "Economic Regulation." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 117-155.

Eisner, Marc Allen. "Economic Regulatory Policies: Regulation and Deregulation in Historical Context." In D. H. Rosenbloom and R. D. Schwartz, ed(s), Handbook of Regulation and Administrative Law, New York: Marcel Dekker, 1994. 91-116.

Doern, G. Bruce. "Institutional and Public Administrative Aspects of Voluntary Codes." In K. Webb, ed(s), Voluntary Codes: Private Governance, the Public Interest and Innovation, Ottawa: Carleton Research Unit on Innovation, Science and Environment, 2004. 57-76.

Townsend, Ralph E., James McColl, and Michael D. Young. "Design Principles for Individual Transferable Quotas." Marine Policy. 30(2006): 131-141.

West, William. "Administrative Rulemaking: An Old and Emerging Literature." Public Administration Review. 65, no. 6 (2005): 655-668.

#### WEEK VI: SUBSTANTIVE POLICY INSTRUMENTS (III): FINANCIAL INSTRUMENTS

##### Required Reading:

Frans L. Leeuw, "The Carrot: Subsidies as a Tool of Government" in Marie-Louise Bemelmans-Videc, Ray C. Rist and Evert Vedung eds., Carrots, Sticks and Sermons: Policy Instruments and Their Evaluation New Brunswick, N.J., Transaction Publishers, 1998 pp. 77-102

Beam, David A. and Timothy J. Conlan. "Grants." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 340-380 and Howard, Christopher. "Tax Expenditures." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 410-444.

##### Recommended Reading:

Kelman, Steven J. "Contracting." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 282-318.

Cordes, Joseph J. "Corrective Taxes, Charges and Tradable Permits." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 255-281.

Stanton, Thomas H. "Loans and Loan Guarantees." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 381-409.

Sharpe, David. "The Canadian Charitable Sector: An Overview." In J. Phillips, B. Chapman and D. Stevens, ed(s), Between State and Market: Essays on Charities Law and Policy in Canada, Toronto: University of Toronto Press, 2001.

Cnossen, Sijbren. "Economics and Politics of Excise Taxation." In S. Cnossen, ed(s), Theory and Practice of Excise Taxation: Smoking, Drinking, Gambling, Polluting and Driving, Oxford: Oxford University Press, 2005. 1-19.

#### WEEK VII: SUBSTANTIVE POLICY INSTRUMENTS (IV): INFORMATIONAL INSTRUMENTS

Required Reading:

Weiss, Janet A. "Public Information." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 217-254.

Evert Vedung and Frans C.J. van der Doelen, "The Sermon: Information Programs in the Public Policy Process - Choice, Effects and Evaluation" in Marie-Louise Bemelmans-Videc, Ray C. Rist and Evert Vedung eds., Carrots, Sticks and Sermons: Policy Instruments and Their Evaluation New Brunswick, N.J., Transaction Publishers, 1998 pp. 103-128

Recommended Reading:

Cashore, Benjamin. "Legitimacy and the Privatization of Environmental Governance: How Non-State Market-Driven(NSMD) Governance Systems Gain Rule-Making Authority." Governance. 15, no. 4 (2002): 503-529.

Howells, Geraint. "The Potential and Limits of Consumer Empowerment by Information." Journal of Law and Society. 32, no. 3 (2005): 349-370.

Bardach, Eugene and Robert A. Kagan. "Mandatory Disclosure." In E. Bardach and R. A. Kagan, ed(s), Going by the Book: The Problem of Regulatory Unreasonableness, Philadelphia: Temple University Press, 1982. 242-270.

Jahn, Gabriele, Matthias Schramm, and Achim Spiller. "The Reliability of Certification: Quality Labels as a Consumer Policy Tool." Journal of Consumer Policy. 28(2005): 53-73.

Salmon, Charles. "Campaigns for Social Improvement: An Overview of Values, Rationales, and Impacts." In C. Salmon, ed(s), Information Campaigns: Managing the Process of Social Change, Newberry Park: Sage, 1989. 1-32.

WEEK VIII: POLICY INSTRUMENT THEORY (II): PROCEDURAL POLICY INSTRUMENTS

Required Reading:

Howlett, Michael. "Managing the "Hollow State": Procedural Policy Instruments and Modern Governance." Canadian Public Administration. 43, no. 4 (2000): 412-431

Goodin, Robert E. Manipulatory Politics. New Haven: Yale University Press, 1980. Pp 1-36

Recommended Reading:

Issalys, Pierre. "Choosing among Forms of Public Action: A Question of Legitimacy." In P. Eliadis, M. Hill and M. Howlett, ed(s), Designing Government: From Instruments to Governance, Montreal: McGill-Queen's University Press, 2005. 154-181.

Saward, Michael. "Cooption and Power: Who Gets What From Formal Incorporation." Political Studies. 38(1990): 588-602.

Rathgeb-Smith, Steven and Helen Ingram. "Policy Tools and Democracy." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 565-584.

Johan A. de Bruijn and Ernst F. ten Heuvelhof, "Policy Networks and Governance" in David L. Weimer ed., Institutional Design Boston: Kluwer Academic Publishers, 1995 pp. 161-179

Kickert, W. J. M. and J. F. M. Koppenjan (1997). "Public Management and Network Management: An Overview". Managing Complex Networks: Strategies for the Public Sector. W. J. M. Kickert, E.-H. Klijn and J. F. M. Koppenjan. London, Sage: 35-61.

**\*\* OUTLINES DUE**

WEEK IX: PROCEDURAL POLICY INSTRUMENTS (I): ORGANIZATIONAL INSTRUMENTS

Required Reading:

Peters, B. Guy. "Government Reorganization: A Theoretical Analysis." International Political Science Review. 13, no. 2 (1992): 199-218.

McCubbins, Mathew D., Roger G. Noll, and Barry R. Weingast. "Administrative Procedures as Instruments of Political Control." Journal of Law, Economics, and Organization. 3, no. 2 (1987): 243-277.

Recommended Reading:

Posner, Paul L. "Accountability Challenges of Third-Party Government." In L. M. Salamon, ed(s), The Tools of Government: A Guide to the New Governance, New York: Oxford University Press, 2002. 523-551.

Hood, Christopher. "Controlling Public Services and Government: Towards a Cross-National Perspective." In C. Hood, O. James, B. G. Peter and C. Scott, ed(s), Controlling Modern Government; Variety, Commonality and Change, Cheltenham: Edward Elgar, 2004. 3-21.

Bellehumeur, Robert. "Review: An Instrument of Change." Optimum. 27, no. 1 (1997): 37-42.

Leech, Beth L. et al. "Drawing Lobbyists to Washington: Government Activity and the Demand for Advocacy." Political Research Quarterly. 58, no. 1 (2005): 19-30.

Goldsmith, Stephen and William D. Eggers. "Designing the Network" in Governing by Network: the New Shape of the Public Sector. Washington D.C.: Brookings Institution Press, 2004. Pp. 55-92

WEEK X: PROCEDURAL POLICY INSTRUMENTS (II): AUTHORITATIVE INSTRUMENTS

Required Reading:

Pierre, Jon. "Public Consultation and Citizen Participation: Dilemmas of Policy Advice." In B. G. Peters and D. J. Savoie, ed(s), Taking Stock: Assessing Public Sector Reforms, Montreal: McGill-Queen's Press, 1998. 137-163.

Hall, Thad E. and Laurence J. O'Toole. "Shaping Formal Networks through the Regulatory Process." Administration & Society. 36, no. 2 (2004): 186-207.

Recommended Reading:

Heinrichs, Harald. "Advisory Systems in Pluralistic Knowledge Societies: A Criteria-Based Typology to Assess and Optimize Environmental Policy Advice." In S. Maasen and P. Weingart, ed(s), Democratization of expertise? Exploring Novel Forms of Scientific Advice in Political Decision-Making, Dordrecht: Springer, 2005. 41-61.

Mitchell, Ronald K., Bradley R. Age, and Donna J. Wood. "Toward a Theory of Stakeholder Identification and Salience: Defining The Principle of Who and What Really Counts." Academy of Management Review. 22, no. 4 (1997): 853-886.

Cook, Dee. "Consultation, for a Change? Engaging Users and Communities in the Policy Process." Social Policy and Administration. 36, no. 5 (2002): 516-531.

Walters, Lawrence C., James Aydelotte, and Jessica Miller. "Putting More Public in Policy Analysis." Public Administration Review. 60, no. 4 (2000): 349-359.

Bryson, John M. and Barbara C. Crosby. "Policy Planning and the Design and Use of Forums, Arenas, and Courts." In B. Bozeman, ed(s), Public Management: The State of the Art, San Francisco: Jossey-Bass, 1993.

#### WEEK XI: PROCEDURAL POLICY INSTRUMENTS (III): FINANCIAL INSTRUMENTS

##### Required Reading:

Anthony Nownes and Grant Neeley, "Toward an Explanation for Public Interest Group Formation and Proliferation: "Seed Money", Disturbances, Entrepreneurship, and Patronage" in Policy Studies Journal, 24(1) 1996 pp. 74-92.

Jullet, Luc et al. "The Impact of Changes in the Funding Environment on Nonprofit Organizations." In K. L. Brock and K. G. Banting, ed(s), The Nonprofit Sector and Government in a New Century, Montreal: McGill-Queens University Press, 2001. 21-62.

##### Recommended Reading:

Young, Lisa and Joanna Everitt. Advocacy Groups. Vancouver: UBC Press, 2004. Pp. 67-86

Leslie A. Pal, Interests of State: The Politics of Language, Multiculturalism, and Feminism in Canada Kingston: McGill-Queen's University Press, 1993 ] pp. 42-58 (and chapters 7-9 recommended)

Maddison, Sarah. "Democratic Constraint and Embrace: Implications for Progressive Non-Government Advocacy Organisations in Australia." Australian journal of Political Science. 40, no. 3 (2005): 373-389.

Cairns, Ben, Margaret Harris, and Patricia Young. "Building the Capacity of the Voluntary Nonprofit Sector: Challenges of Theory and Practice." International Journal of Public Administration. 28(2005): 869-885.

Phillips, S. D. (1991). How Ottawa Blends: Shifting Government Relationships With Interest Groups. How Ottawa Spends 1991-92: The Politics of Fragmentation. F. Abele. Ottawa, Carleton University Press: 183-228.

#### WEEK XII: THE POLICY CYCLE (V): PROCEDURAL POLICY INSTRUMENTS (IV): INFORMATIONAL INSTRUMENTS

##### Required Reading:

Bulmer, Martin. "Applied Social Research? The Use and Non-use of Empirical Social Inquiry by British and American Governmental Commissions." Journal of Public Policy. 1(1981): 353-380.

Bennett, Colin and Robin Bayley. "The New Public Administration: Canadian Approaches to Access and Privacy." In M. W. Westmacott and H. P. Mellon, ed(s), Public Administration and Policy: Governing in Challenging Times, Scarborough: Prentice Hall Allyn and Bacon, 1999. 189-201.

Recommended Reading:

Chapman, Richard A. "Commissions in Policy-Making." In R. A. Chapman, ed(s), The Role of Commissions in Policy-Making, London: George Allen and Unwin, 1973. 174-188.

Cairns, Alan C. "Reflections on Commission Research." In A. P. Pross, I. Christie and J. A. Yogis, ed(s), Commissions of Inquiry, Toronto: Carswell, 1990. 87-110.

Papaioannou, Howard Rush, and John Bassant. "Performance Management: Benchmarking as a Policy-Making Tool: From the Private to the Public Sector." Science and Public Policy. 33, no. 2 (2006): 91-102.

Sheriff, Peta E. "State Theory, Social Science, and Governmental Commissions." American Behavioural Scientist. 26, no. 5 (1983): 669-680.

Adcroft, Andy and Robert Willis. "The (Un)Intended Outcome of Public Sector Performance Measurement." International Journal of Public Sector Management. 18, no. 5 (2005): 386-400.

WEEK XIII: POLICY INSTRUMENT THEORY (III): POLICY MIXES AND GOVERNANCE STRATEGIES

Required Reading:

Webb, Kernaghan. "Sustainable Governance in the Twenty-First Century: Moving Beyond Instrument Choice." In P. Eliadis, M. Hill and M. Howlett, ed(s), Designing Government: From Instruments to Governance, Montreal: McGill-Queen's University Press, 2005. 242-280.

Gunningham, Neil, Peter Grabosky, and Darren Sinclair. Smart Regulation: Designing Environmental Policy. Oxford: Clarendon Press, 1998. Pp. 422-453

Recommended Reading:

Howlett, Michael and Jeremy Rayner. "(Not so) 'Smart Regulation'? Canadian Shellfish Aquaculture Policy and the Evolution of Instrument Choice for Industrial Development." Marine Policy. 28, no. 2 (2004): 171-184.

Kagan, Robert A. "Adversarial Legalism and American Government." Journal of Policy Analysis and Management. 10, no. 3 (1991): 369-406.

Grabosky, Peter. "Counterproductive Regulation." International Journal of the Sociology of Law. 23(1995): 347-369.

Braathen, N.A. "Environmental Agreements Used in Combination with Other Policy Instruments." In E. Croci, ed(s), The Handbook of Environmental Voluntary Agreements Vol 43, Dordrecht: Springer, 2005. 335-364.

Howlett, Michael, Jonathan Kim, and Paul Weaver. "Assessing Instrument Mixes through Program- and Agency-Level Data: Methodological Issues in Contemporary Implementation Research." Review of Policy Research. 23, no. 1 (2006): 129-151.

**\*\* Papers Due**

**Final Exam 8:30-11:30 am Saturday December 16, 2005. Location: TBA**

### **AN IMPORTANT REMINDER:**

**Plagiarism involves using another author's words without attribution or otherwise presenting another person's work as one's own. It is a fraudulent and serious academic offence that will result in a severe academic penalty. Also, close paraphrasing of another author's work & self-plagiarism, including submitting the same, or substantively the same, work for academic evaluation more than once, are unacceptable practices that will result in a severe academic penalty.**

The university policies on academic honesty are available at <http://www.sfu.ca/policies/teaching/t10-02.htm> and <http://www.sfu.ca/policies/teaching/t10-03.htm>.

The Department of Political Science's interpretation of this policy can be found at [http://www.sfu.ca/politics/undergrad/ug\\_misc.html](http://www.sfu.ca/politics/undergrad/ug_misc.html),

and is available in hard copy format outside our General Office. All students are responsible for familiarising themselves with these policies.

A helpful SFU Library tutorial on plagiarism is at

<http://www.lib.sfu.ca/researchhelp/tutorials/interactive/plagiarism/tutorial/introduction.htm>

### **The DOs and DON'Ts of AVOIDING PLAGIARISM**

#### **Do not:**

- submit an entire paper or part(s) of a paper or papers that has been written or researched by any other person(s);
- submit a paper as an assignment that has been bought from another person or from a 'paper mill' or essay service;
- submit a paper or other written assignment that has been submitted at another time or for a different course by yourself or any other student or former student;
- submit material that has been downloaded from a website, without acknowledging (using appropriate citation style) that you have done so;
- take someone else's idea(s) and represent it/them as your own;
- copy any text verbatim, or with only slight variation from the original text, without using quotation marks and documenting the source with proper citation style;
- do not closely paraphrase another's material; either paraphrase completely in your own words, or cite as a direct quotation using quotation marks (in either case, give full credit and details regarding authorship and location of the original material);

#### **Do:**

- learn how to cite material properly (there are many good guides on this, including the departmental one);
- use a recognized citation style (eg. APA, MLA, Chicago), according to instructions given by the course instructor, and be consistent in the use of the style throughout any single piece of written work;
- carefully read and make sure you understand the university's policy on academic honesty;
- ask the instructor of this course or other faculty members if you have any questions about plagiarism.