The weekly schedule for the course will be posted on Avenue prior to the first class on September 3rd. For both the September 3rd and 10th classes we will be meeting in UH/101.

Assignments and Evaluation:

Reflections (3 total) Throughout Semester – = 15%
Bus Ride November 22nd (deliverable) = 10%
Student Seminar and paper Various (Nov. 29th for paper) = 35%
Choose 2 of 5 assignments Oct. 23rd and Nov. 13th = 20%
Participation Throughout term = 20%

General Course Schedule
The weekly schedule for the course will be posted on Avenue prior to the first class on September 3rd.

September 3rd - Introduction and course outline
September 10th – What do we know about Hamilton?
September 17th – Discussion of the current challenges facing the City of Hamilton
September 24th – Discussion of the final seminar assignment and paper. Topics must be finalized by the end of this class (this includes approval by the instructor)
October 1st – A look at historical downtown Hamilton with Dr. Walter Peace
October 8th – Meeting with representatives from the Hamilton Tiger-Cats at Tim Horton’s Field
October 15th – Reading Break
October 22nd - Meeting with the Hamilton Community Association.
October 29th – The ‘bus ride’ assignment takes place during this class.
November 5th – Meet with Matt Thompson of the Beasley Neighbourhood Association.
November 12th – Meeting with Chris Cutler at Hamilton City Hall to discuss current issues
November 19th – Student seminars
November 26th – Student seminars
December 3rd – Student seminars and wrap up

Assignment Descriptions & Evaluation Criteria:
Reflections (15%)
Throughout the course you will be asked to reflect on our discussions and journeys. On select
weeks starting with week four and ending week 11, you will be asked to complete a short
reflection on your thoughts towards the class discussion. Each reflection will be worth 5% of your
final grade

Bus Ride (10%)
You are going to ride the bus. On Oct. 29th you will take a bus from McMaster to Eastgate Square
(http://www.eastgatesquare.ca/) where we will meet and discuss the journey. The final
deliverable will be due November 22nd with numerous types of formats allowable.

Student Seminar and Paper (35%)
Working as individuals or in groups of 2-3 students will be responsible for exploring an aspect of
Hamilton. This could be done by choosing a geographic area to answering a pressing question.
Students will be responsible for setting up readings and engaging the class in a discussion on the issue.
Students will be graded on their presentation/seminar, the associated paper and their assessment of
a classmate’s seminar. All papers are to be completed individually and will be due on November
29th.

Choose two of five assignments (20%)
In this case students will be given a series of short assignments where they can choose which ones they
would like to do. This will be assigned on September 24th. Assignments will include options such as
attending a public lecture (and reflecting on it).

Participation (20%)
Participation is extremely important for a class such as this. Each week we will be building on the
knowledge of the week before making attendance imperative. Each week there will be small
deliverables and class discussion that everyone is expected to participate in. During the September
10th class we will take some time to discuss what accounts as a quality class participant.

Policy Statements

Assignment Deadlines & Missed/Late Work:
Students are expected to hand in all assignments on the specified due dates. Late submissions will
be subject to a penalty of 20% per day (including weekend days). Assignments submitted after the
beginning of class on the due date will be counted as one day late. No assignments will be
accepted after the last day of classes.

Given that some course assignments require electronic submission, you should familiarize yourself
with the Avenue to Learn Assignment in advance of the deadlines, and ask for assistance as
necessary. Problems with electronic submission WILL NOT be accepted as an excuse for lateness.
Sustainable Written Work Submission Guidelines [Sample wording]

The written work submission guidelines have been chosen to support the more sustainable use of paper, energy, and toner, and meet the Platinum standard of the Office of Sustainability; http://www.mcmaster.ca/sustainability/. Each assignment will have different standards in terms of font size, margins, etc.; but seeing as all work can be handed in digitally the Platinum standard is still met.

Academic Integrity Statement

McMaster Policy on Academic Integrity:
You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences—e.g., the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: “Grade of F assigned for academic dishonesty”), and/or suspension or expulsion from the university. It is your responsibility to understand what constitutes academic dishonesty. For information on the various types of academic dishonesty, please refer to the Academic Integrity Policy, located at: http://www.mcmaster.ca/academicintegrity.

The following illustrates only three forms of academic dishonesty: 1) Plagiarism—e.g., the submission of work that is not one’s own or for which other credit has been obtained. 2) Improper collaboration in group work. 3) Copying or using unauthorized aids in tests and examinations.

MSAF Statement

McMaster Student Absence Form (MSAF):
In the event of an absence, students should review and follow the Academic Regulations in the Undergraduate Calendar “Requests for Relief for Missed Academic Term Work.” Please consult the MSAF statement on our website (https://artsci.mcmaster.ca/forms-requests/) and direct any questions or concerns to Shelley Anderson or Madeline Van Impe in the Arts & Science Program Office.

Academic Accommodation of Students with Disabilities Statement

Academic Accommodation of Students with Disabilities:
Students who require academic accommodation must contact Student Accessibility Services (SAS) to make arrangements with a Program Coordinator. SAS can be contacted by phone 905-525-9140 ext. 28652 or email sas@mcmaster.ca. For further information, consult McMaster University’s Academic Accommodation of Students with Disabilities policy.

Academic Accommodation for Religious, Indigenous, or Spiritual Observances (RISO) Statement

Academic Accommodation for Religious, Indigenous, or Spiritual Observances (RISO):
Students requiring academic accommodation based on religious, indigenous, or spiritual observances should follow the procedures set out in the RISO policy. Students requiring a RISO accommodation should submit their request to their Faculty Office (i.e. to Shelley Anderson or Madeline Van Impe in the Arts & Science Program Office) normally within 10 working days of the beginning of term in which they anticipate a need for accommodation or to the Registrar’s Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

Email Contact and Student Responsibility Statement

Please Note:
The instructor and university reserve the right to modify elements of the course during the term. The university may change the dates and deadlines for any or all courses in extreme circumstances (e.g.,
severe weather, labour disruptions, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, A2L, and/or McMaster email. It is the responsibility of students to check their McMaster email and course websites regularly during the term and to note any changes. Announcements will be made in class and by using the course email distribution list.

Authenticity/Plagiarism Detection Statement

In this course we will be using a web-based service (Turnitin.com) to reveal authenticity and ownership of student-submitted work. Students will be expected to submit their work electronically either directly to Turnitin.com or via Avenue to Learn (A2L) plagiarism detection (a service supported by Turnitin.com) so it can be checked for academic dishonesty. Students who do not wish to submit their work through A2L and/or Turnitin.com must still submit an electronic and/or hardcopy to the instructor. No penalty will be assigned to a student who does not submit work to Turnitin.com or A2L. All submitted work is subject to normal verification that standards of academic integrity have been upheld (e.g., on-line search, other software, etc.). To see the Turnitin.com Policy, please go to www.mcmaster.ca/academicintegrity.