# LAWS300

## Social Innovation, Governance and Professional Leadership

S2 External 2016

*Dept of Law*

# Contents

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# General Information

Unit convenor and teaching staff
Convenor
Dr Kirsten Davies
kirsty.davies@mq.edu.au
Contact via kirsty.davies@mq.edu.au or Ph: 9850 8334
W3A, room 505
By appointment

Credit points
3

Prerequisites
39cp including (LAWS250 or LAWS260) and permission of Executive Dean of Faculty

Corequisites

Co-badged status

Unit description
Students will interact directly with policy makers from Participation and Community Engagement (PACE) partner organisations drawn from a range of sectors including government, civil society and the private sector. Mentors from partner organisations will work with students on real world research projects that will feed into and support the innovation and reform work of the partner organisation. Mentors will also discuss with students the highlights and challenges of working in policy development and the leadership role that their organisation plays in working for progress and policy reform. Students will work in professionally oriented teams to meet the research needs of the partner organisation and will present the results of their research to their partner organisation and their peers for consideration and feedback. Please note that applications to undertake LAWS300 in Session 2 will close at the end of Week 5 in Session 1, 2016. No late applications can be accepted. For information on the application process please lodge an online enquiry via ask.mq.edu.au.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at https://www.mq.edu.au/study/calendar-of-dates

# Learning Outcomes

On successful completion of this unit, you will be able to:

Engage in a professional and collaborative way with a PACE Partner Organisation on a

research project, ensuring that the goals of the research project are understood and met to the greatest extent possible.

Engage in a respectful and collaborative way with other students, including other team members. Ensure that all team members have the opportunity to contribute to the work and the success of the team project.

Undertake a detailed assessment of the research question posed by your Partner Organisation, including the sources and resources required to investigate the question.

Demonstrate targeted, thorough, comprehensively referenced and academically rigorous research and analysis in response to the question.

Examine a real world research question from a range of angles, including comparative and cross disciplinary approaches where appropriate. Apply theoretical knowledge to complex real world questions.

Communicate orally and in writing using clear language and an appropriate communication style.

Recognise and reflect on your own strengths and limitations in relation to your interpersonal skills and your ability to work effectively in a team.

# General Assessment Information

All assignments, with the exception of the host supervisors evaluation, are to be submitted via LAWS 300 iLearn site. Ensure that your assignment file is saved with your name and student number e.g: Davies40109872Assignment1. Also include your name and student and assignment numbers on the header for all assignments

Students working on group reports will be required to submit only their individual section of the report and their reflective notes as one document.

# Assessment Tasks

| Name | Weighting | Due |
| --- | --- | --- |
| Assignment 1 - Project plan | 15% | Week 4, 5pm Friday |
| Assignment 2- Project report | 45% | Week 11, Friday 5pm |
| Host supervisors assessment | 30% | Week 12, Friday 5pm |
| Participation | 10% | all semester |

# Assignment 1 - Project plan

Due: **Week 4, 5pm Friday**
Weighting: **15%**

Your project plan is a one page (approx. 500 -750 words) description of your internship, where you will be and what you will be doing. Don't forget to include your name and student number on your paper.

On successful completion you will be able to:

- Engage in a professional and collaborative way with a PACE Partner Organisation on a research project, ensuring that the goals of the research project are understood and met to the greatest extent possible.
- Undertake a detailed assessment of the research question posed by your Partner Organisation, including the sources and resources required to investigate the question. Demonstrate targeted, thorough, comprehensively referenced and academically rigorous research and analysis in response to the question.
- Examine a real world research question from a range of angles, including comparative and cross disciplinary approaches where appropriate. Apply theoretical knowledge to complex real world questions.
- Communicate orally and in writing using clear language and an appropriate communication style.

# Assignment 2- Project report

Due: **Week 11, Friday 5pm**
Weighting: **45%**

**Individual projects:** This report will comprise 2 sections, a report on your placement activities (approx. 1,500 words) -30% and a reflective essay where you describe your responses to the career development sessions ( CV review and interview techniques) and the strengths and challenges of your placement and project (approx. 1,000 words) – 15%. Reports should include a reference list that will not be counted in the word limit. Reference styles must recognized by Macquarie University, e.g Harvard or AGLC3. You will find guides to all recognised MQ styles here: http://libguides.mq.edu.au/Referencing Footnotes and intext referencing can be used in accordance with the referencing style you adopt. These also will not be included in the word limit.

**Group projects:** Students will work in a team to produce a group report. Each student will have their own sub-component of the larger report. This subcomponent will be examined on an

individual basis and students will be given an individual mark -30%. Students working on group projects will still need to write individual reflective essays (approx. 1,000 words) where you describe your responses to the career development sessions ( CV review and interview techniques) and the strengths and challenges of your placement and project (approx. 1,000 words) – 15%. Reports should include a reference list that will not be counted in the word limit. Reference styles must recognised by Macquarie University, e.g Harvard or AGLC3. You will find guides to all recognised MQ styles here: http://libguides.mq.edu.au/Referencing Footnotes and intext referencing can be used in accordance with the referencing style you adopt. These also will not be included in the word limit.

**Note:** Draft Project reports need to be provided to host supervisors for their comments by **5 pm Friday, Week 8.** Do not include your reflective essay on the document you email to your host supervisor. Group projects should email through whole draft reports and not individual components. Host supervisors will have one week to provide their comments on the draft report, which will be due back to students by 5 pm Week 9. Students will then have two weeks to finalise their reports including responding to host supervisors comments.

On successful completion you will be able to:

- Engage in a professional and collaborative way with a PACE Partner Organisation on a research project, ensuring that the goals of the research project are understood and met to the greatest extent possible.
- Engage in a respectful and collaborative way with other students, including other team members. Ensure that all team members have the opportunity to contribute to the work and the success of the team project.
- Undertake a detailed assessment of the research question posed by your Partner Organisation, including the sources and resources required to investigate the question. Demonstrate targeted, thorough, comprehensively referenced and academically rigorous research and analysis in response to the question.
- Examine a real world research question from a range of angles, including comparative and cross disciplinary approaches where appropriate. Apply theoretical knowledge to complex real world questions.
- Communicate orally and in writing using clear language and an appropriate communication style.
- Recognise and reflect on your own strengths and limitations in relation to your interpersonal skills and your ability to work effectively in a team.

# Host supervisors assessment

Due: **Week 12, Friday 5pm**
Weighting: **30%**

**Individual projects:** Host supervisors will be required to complete an assessment of the student's performance. This assessment will be completed on the template provided and emailed directly   to the unit convenor Dr. Kirsten Davies E: kirsty.davies@mq.edu.au These assessments will not be available to students.

**Group projects :** Host supervisors/ partners will be required to complete an assessment of the group's performance. Group members will all receive the same mark. This assessment will be completed on the template provided and emailed directly   to the unit convenor Dr. Kirsten Davies E: kirsty.davies@mq.edu.au These assessments will not be available to students.

On successful completion you will be able to:

- Engage in a professional and collaborative way with a PACE Partner Organisation on a research project, ensuring that the goals of the research project are understood and met to the greatest extent possible.
- Engage in a respectful and collaborative way with other students, including other team members. Ensure that all team members have the opportunity to contribute to the work and the success of the team project.
- Examine a real world research question from a range of angles, including comparative and cross disciplinary approaches where appropriate. Apply theoretical knowledge to complex real world questions.

# Participation

Due: **all semester**
Weighting: **10%**

The convenor and tutor will attribute a grade accounting for 10% of the final grade at the end of the semester. This grade will be calculated by student's workshop attendances, online group discussions, final presentations and general participation in the unit.

On successful completion you will be able to:

- Engage in a professional and collaborative way with a PACE Partner Organisation on a research project, ensuring that the goals of the research project are understood and met to the greatest extent possible.
- Engage in a respectful and collaborative way with other students, including other team members. Ensure that all team members have the opportunity to contribute to the work and the success of the team project.

- Examine a real world research question from a range of angles, including comparative and cross disciplinary approaches where appropriate. Apply theoretical knowledge to complex real world questions.
- Communicate orally and in writing using clear language and an appropriate communication style.

# Delivery and Resources

## PACE

LAWS 300 Students will interact directly with policy makers from Participation and Community Engagement (PACE) partner organisations drawn from a range of sectors including government, civil society and the private sector. Mentors from partner organisations will work with students on real world research projects that will feed into and support the innovation and reform work of the partner organisation. Mentors will also discuss with students the highlights and challenges of working in policy development and the leadership role that their organisation plays in working for progress and policy reform. Students will work in professionally oriented teams to meet the research needs of the partner organisation and will present the results of their research to their partner organisation and their peers for consideration and  feedback.

## Individual  internships

Your objective is to find a PACE activity/internship with a partner organisation where you will work on a research project that will feed into and support the innovation and reform work of the partner organisation. The partner organisation can be drawn from a range of sectors including government, civil society and the private sector. In planning your internship, you should ensure that the project experience meets the learning outcomes of the unit. PACE in Arts opportunities webpage (see link below) covers a range of Arts PACE units. As a starting point, you can review this list and research these opportunities and organisations to ensure they are good fit for you and align with the learning outcomes of LAWS300. http://arts.mq.edu.au/current_students/ undergraduate/pace/opportunities. It is recommended to aim for an organisation that meets your interest and studies and that you would love to work with in the future. Your internship will provide you with opportunities to build networks and experience in the type of work you are interested in. Please check PACE Tips &amp; Advice page to finding your own PACE Activity/ Internship. http://arts.mq.edu.au/current_students/undergraduate/pace/pace_for_students/ tips_and_advice

*See additional notes following the unit schedule

**Group projects**

In 2016, students will be working in groups ( or as individuals, depending on the number of students interested in each project)  on one of the following projects:

1.Wagga Wagga Juvenile Crime research project

2. NSW Environment Protection Authority, Contaminated land and environmental liabilities research projects ( note these may be individual projects)

3. Ku-ring-gai Council , Environmental Levy Research Projects ( note these may be individual projects)

4.  (MQ) Centre for Environmental Law ( CEL) projects ( note these may be individual projects)

5. Intergovernmental Platform on Biodiversity and Ecosystem Services research project

6. Macquarie Law School International Engagement Research project

# Unit Schedule

**All internal students** are required to attend three on-campus workshops in weeks 1, 2, and 12, Thursdays 9am – 11.00 a.m. These sessions will be located in E3B room 118. Additionally, students working on group projects will be required to attend in week 11, Thursday 9am – 11.00 a.m (E3B room 118) to present their report to their host supervisors.

| Week and workshop date | Activity | Attendance required by | Notes & assignments |
|---|---|---|---|
| **Week 1**<br><br>4th August | -Welcome and outline of the unit and its activities<br><br>-PACE staff to meet students and outline PACE requirements and support<br><br>-Tania Currie to commence working with students on their biographies and Cvs | All internal students | **Tania Currie** - careers section (1hr) Making the most of your LAW300 experience (15mins) *will introduce employer graduate selection criteria<br><br>Resume/Cover letter guidelines (will link to biography) and workshop  (45mins)<br><br>• **students to complete the pre survey that will be emailed to them the week before commencement of semester**<br>• **students to bring in their own resume to work on** |

| | | | |
|---|---|---|---|
| **Week 2**<br><br>11th August | Tania Currie to work with students re preparing for the workforce e.g. networking, interview techniques | All internal students | Tania Currie- careers section (1hr)<br><br>The importance of networking (15mins) (will link to biography component of Assign 2)<br><br>Interview techniques and STAR exercise (45 mins) |
| **Week 3**<br><br>18th August | **\*No workshop session this week** | | **\*No workshop session this week.** Contact Dr Davies via email ( kirsty.davies@mq.edu.au) if you require any support. |
| **Week 4**<br><br>25th August | Drop in workshop, Thursday 9am – 11.00 a.m, E3B room 118 | Any students who require assistance and / or would like to work with their groups | **Assignment 1- Project plan – week 4 submit through Ilearn Friday 26th August 5 pm – 15%** |
| **Week 5**<br><br>1st September | Drop in workshop, Thursday 9am – 11.00 a.m, E3B room 118 | Any students who require assistance and / or would like to work with their groups | |

| | | | |
|---|---|---|---|
| **Week 6**<br><br>8th September | Drop in workshop, Thursday 9am – 11.00 a.m, E3B room 118 | Any students who require assistance and / or would like to work with their groups | |
| **Week 7**<br><br>15th September | Drop in workshop, Thursday 9am – 11.00 a.m, E3B room 118 | Any students who require assistance and / or would like to work with their groups | |
| **UNI BREAK**<br><br>**19thSeptember – 2nd October** | | | |
| **Compulsory On-campus**<br><br>Session<br><br>1st & 2nd October | | External students only | OCS will be held in E3B room 112 |
| **Week 8**<br><br>6th October | Drop in workshop, Thursday 9am – 11.00 a.m, E3B room 118 | Any students who require assistance and / or would like to work with their groups | Draft Project reports provided to host supervisors for their comments by **7th October 5 pm Friday** |
| **Week 9**<br><br>13th October | Drop in workshop, Thursday 9am – 11.00 a.m, E3B room 118 | Any students who require assistance and / or would like to work with their groups | Comments on draft reports back from host supervisors by 14th October **5 pm Friday** |

| Week 10<br><br>20th October | Drop in workshop, Thursday 9am – 11.00 a.m, E3B room 118 | Any students who require assistance and / or would like to work with their groups | |
|---|---|---|---|
| Week 11<br><br>27th October | Presentations of group research to host supervisors, via Skype and in -person | Group report students only | **Assignment 2- Project report due, including reflections – week 11 submit on ilearn by Friday 28th October , 5 pm- 45%**<br><br>Tania Currie- 5 min wrap up on career and skills reflection |
| Week 12<br><br>3rd<br>November | Students to share their internship experiences briefly and informally, no PPP.<br><br>Generally discussion of the unit, what students enjoyed, what was challenging. | | Tania Currie- 5 min wrap up on career and skills reflection<br><br>**Host supervisors assessment – week 12- by Friday - 30%**<br><br>**Participation grade – 10%**<br><br>**** Students to complete post survey** |

# Learning and Teaching Activities

## Learning and Teaching support

Learning Skills: http://www.students.mq.edu.au/support/learning_skills/ provides academic writing resources and study strategies to improve your marks and take control of your study. For all student enquiries, visit Student Connect at ask.mq.edu.au

# Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central. Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html

**New Assessment Policy in effect from Session 2 2016** http://mq.edu.au/policy/docs/assessment/policy_2016.html. For more information visit http://students.mq.edu.au/events/2016/07/19/new_assessment_policy_in_place_from_session_2/

Assessment Policy prior to Session 2 2016 http://mq.edu.au/policy/docs/assessment/policy.html

Grading Policy prior to Session 2 2016 http://mq.edu.au/policy/docs/grading/policy.html

Grade Appeal Policy http://mq.edu.au/policy/docs/gradeappeal/policy.html

Complaint Management Procedure for Students and Members of the Public http://www.mq.edu.au/policy/docs/complaint_management/procedure.html

Disruption to Studies Policy http://www.mq.edu.au/policy/docs/disruption_studies/policy.html *The Disruption to Studies Policy is effective from March 3 2014 and replaces the Special Consideration Policy.*

In addition, a number of other policies can be found in the Learning and Teaching Category of Policy Central.

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/support/student_conduct/

## Results

Results shown in *iLearn*, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au.

# Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

## Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students
- Ask a Learning Adviser

# Student Services and Support

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

# Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

# IT Help

For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/

offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.

# Graduate Capabilities

## Creative and Innovative

Our graduates will also be capable of creative thinking and of creating knowledge. They will be imaginative and open to experience and capable of innovation at work and in the community. We want them to be engaged in applying their critical, creative thinking.

This graduate capability is supported by:

### Learning outcome

- Engage in a professional and collaborative way with a PACE Partner Organisation on a research project, ensuring that the goals of the research project are understood and met to the greatest extent possible.

### Assessment tasks

- Assignment 1 - Project plan
- Assignment 2- Project report
- Host supervisors assessment
- Participation

## Capable of Professional and Personal Judgement and Initiative

We want our graduates to have emotional intelligence and sound interpersonal skills and to demonstrate discernment and common sense in their professional and personal judgement. They will exercise initiative as needed. They will be capable of risk assessment, and be able to handle ambiguity and complexity, enabling them to be adaptable in diverse and changing environments.

This graduate capability is supported by:

### Learning outcome

- Recognise and reflect on your own strengths and limitations in relation to your interpersonal skills and your ability to work effectively in a team.

### Assessment task

- Assignment 2- Project report

## Commitment to Continuous Learning

Our graduates will have enquiring minds and a literate curiosity which will lead them to pursue knowledge for its own sake. They will continue to pursue learning in their careers and as they

participate in the world. They will be capable of reflecting on their experiences and relationships with others and the environment, learning from them, and growing - personally, professionally and socially.

This graduate capability is supported by:

## Learning outcome

- Recognise and reflect on your own strengths and limitations in relation to your interpersonal skills and your ability to work effectively in a team.

## Assessment task

- Assignment 2- Project report

# Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

## Learning outcomes

- Undertake a detailed assessment of the research question posed by your Partner Organisation, including the sources and resources required to investigate the question. Demonstrate targeted, thorough, comprehensively referenced and academically rigorous research and analysis in response to the question.
- Examine a real world research question from a range of angles, including comparative and cross disciplinary approaches where appropriate. Apply theoretical knowledge to complex real world questions.

## Assessment tasks

- Assignment 1 - Project plan
- Assignment 2- Project report
- Host supervisors assessment
- Participation

# Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to

critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

## Learning outcomes

- Engage in a professional and collaborative way with a PACE Partner Organisation on a research project, ensuring that the goals of the research project are understood and met to the greatest extent possible.
- Undertake a detailed assessment of the research question posed by your Partner Organisation, including the sources and resources required to investigate the question. Demonstrate targeted, thorough, comprehensively referenced and academically rigorous research and analysis in response to the question.
- Examine a real world research question from a range of angles, including comparative and cross disciplinary approaches where appropriate. Apply theoretical knowledge to complex real world questions.

## Assessment tasks

- Assignment 1 - Project plan
- Assignment 2- Project report
- Host supervisors assessment
- Participation

# Problem Solving and Research Capability

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

## Learning outcomes

- Engage in a professional and collaborative way with a PACE Partner Organisation on a research project, ensuring that the goals of the research project are understood and met to the greatest extent possible.
- Undertake a detailed assessment of the research question posed by your Partner Organisation, including the sources and resources required to investigate the question. Demonstrate targeted, thorough, comprehensively referenced and academically rigorous research and analysis in response to the question.

- Examine a real world research question from a range of angles, including comparative and cross disciplinary approaches where appropriate. Apply theoretical knowledge to complex real world questions.

## Assessment tasks

- Assignment 1 - Project plan
- Assignment 2- Project report
- Host supervisors assessment
- Participation

# Effective Communication

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

## Learning outcomes

- Engage in a professional and collaborative way with a PACE Partner Organisation on a research project, ensuring that the goals of the research project are understood and met to the greatest extent possible.
- Engage in a respectful and collaborative way with other students, including other team members. Ensure that all team members have the opportunity to contribute to the work and the success of the team project.
- Communicate orally and in writing using clear language and an appropriate communication style.

## Assessment tasks

- Assignment 1 - Project plan
- Assignment 2- Project report
- Host supervisors assessment
- Participation

# Socially and Environmentally Active and Responsible

We want our graduates to be aware of and have respect for self and others; to be able to work with others as a leader and a team player; to have a sense of connectedness with others and country; and to have a sense of mutual obligation. Our graduates should be informed and active participants in moving society towards sustainability.

This graduate capability is supported by:

## Learning outcome

- Engage in a respectful and collaborative way with other students, including other team members. Ensure that all team members have the opportunity to contribute to the work and the success of the team project.

## Assessment tasks

- Assignment 2- Project report
- Host supervisors assessment
- Participation

# Changes from Previous Offering

This year LAWS300 will be undertaking a large project in the Riverina Region, involving 3 partners and focused on researching juvenile crime in the region. This undertaking is involving a pre offering briefing in Wagga Wagga with students on 19th and 20th July. The Riverina program has attracted a PACE Development grant to assist its establishment.

The CV development assignment has been deleted and additional weighting ( a total of 45%) given to the project report. This change was supported by a review of the 2015 offering when students and academics felt the previous 30% did not reflect the effort invested in this major body of work.

# External students

It is compulsory for all external students to attend the On Campus Session. Dates for LAWS300 are 1st & 2nd October E3B room 112 , 9 am – 4 pm

# Marking

Detailed marking rubrics will be made available on iLearn.  Markers in this unit undertake a process of 'blind marking' to establish a common marking standard and all Fail papers are double marked.  Host organisations contribute to the final grades.