



LAWS300

Social Innovation, Governance and Professional Leadership

S2 Day 2017

Dept of Law

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Disclaimer

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

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 at 100 level or above) including (LAWS250 or LAWS260) and permission by special approval

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. The process for enrolling in LAWS300 is to submit a request for an on-line application form by lodging an online enquiry via ask.mq.edu.au or emailing arts.pace@mq.edu.au. If your application is approved you will be advised to submit an application for Special Approval to finalise your enrolment in the unit. Please note that the Special Approval Permission Waiver is the last stage in the process, so you do not need to submit this until advised.

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.

In the absence of a successful application for special consideration due to a disruption to studies, any assessment task submitted after its published deadline will not be graded and will receive a mark of zero. Applications for a Disruption to Studies are made electronically via ask.mq.edu.au and should be accompanied by supporting documentation. Students should refer to the [Disruption to Studies policy](#) for complete details of the policy and a description of the supporting documentation required.

Word limits will be strictly applied and work above the word limit will not be marked.

All assessments in the unit are to be submitted electronically. Plagiarism detection software is used in this unit.

Assessment Tasks

| Name | Weighting | Hurdle | Due |
|---|-----------|--------|---------------------|
| <u>Assignment 1 - Project plan</u> | 15% | No | Week 3, 5pm Friday |
| <u>Assignment 2- Project report</u> | 45% | No | Week 11, Friday 5pm |
| <u>Host supervisors assessment</u> | 30% | No | Week 12, Friday 5pm |
| <u>Active Engagement & Participat</u> | 10% | No | all semester |

Assignment 1 - Project plan

Due: **Week 3, 5pm Friday**

Weighting: **15%**

Your project plan is a one page (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%**

This report will comprise 2 sections, a report on your placement activities (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 (750 words) – 15%. Reports should include a reference list that will not be counted in the word limit. Reference styles must be 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.

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. 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%**

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 by the host supervisor 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.

Active Engagement & Participat

Due: **all semester**

Weighting: **10%**

The convenor 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, 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.

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 & Advice page to finding your own PACE Activity/ Internship. http://arts.mq.edu.au/current_students/undergraduate/pace/pace_for_students/tips_and_advice

Unit Schedule

| Week and workshop date | Activity | Attendance required by | Notes & assignments |
|---|--|-------------------------------------|---|
| Week 1 Thursday 3rd August 10 am – 12 midday C5A 301 | -Welcome and outline of the unit and its activities- Kirsten Davies -Tania Currie to commence working with students on their career development | All students | Tania Currie – Linking PACE to Careers (1hr) Making the most of your LAWS300 experience and introduction of employer graduate selection criteria. Working in teams and team building activity * students to complete the pre survey that will be emailed to them the week before commencement of semester |
| Week 2 10 th August 10 am – 12 midday C5A 301 | Tania Currie to work with students re career/ professional identity e.g. elevator pitch, resumes, interview stories | All students | Tania Currie – Marketing & Career identity (2 hrs) Marketing yourself, Resume/Cover letter guidelines and activity Preparing specific STAR examples * students to bring resume to work on |
| Week 3 17 th August C5A 301 | Placements commence Drop in workshop, Thursday 10 am – 12 midday | Any students who require assistance | Assignment 1- Project plan – week 3 submit through ilearn Friday 18th August 5 pm – 15% |
| Week 4 24 th August C5A 301 | Drop in workshop , Thursday 10 am – 12 midday | Any students who require assistance | |
| Week 5 31 st August C5A 301 | Drop in workshop , Thursday 10 am – 12 midday | Any students who require assistance | |

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|--|---|---|---|
| Week 6 7 th September | No drop in workshop this week | please email Dr Davies: kirsty.davies@mq.edu.au if you require assistance | |
| Week 7 14 th September | No drop in workshop this week | Please email Dr Davies: kirsty.davies@mq.edu.au if you require assistance | |
| UNI BREAK 18th September – 2nd October | | | |
| | | | |
| Week 8 5 th October | No drop in workshop this week | Please email Dr Davies: kirsty.davies@mq.edu.au if you require assistance | Draft Project reports provided to host supervisors for their comments by 6th October 5 pm Friday |
| Week 9 12 th October C5A 301 | Drop in workshop , Thursday 10 am – 12 midday | Any students who require assistance | Comments on draft reports back from host supervisors by 13 th October 5 pm Friday |
| Week 10 20 th October C5A 301 | Drop in workshop , Thursday 10 am – 12 midday | Any students who require assistance | |
| Week 11 26 th October C5A 301 | Presentations of research to host supervisor , either in person or via Skype | All students | Assignment 2- Project report due, including reflections – week 11 submit on ilearn by Friday 27th October , 5 pm- 45% |

| | | | |
|-----------------|--|-----------------|--|
| Week 12 | Presentations of research to host supervisor , either in person or via Skype | All students | |
| 2nd November | General discussion of the unit, what students enjoyed, what was challenging. | | |
| C5A 301 | | | Host supervisors assessment – week 12- by Friday 3rd November - 30% Participation grade – 10% ** 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

Assessment Policy http://mq.edu.au/policy/docs/assessment/policy_2016.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 (in effect until Dec 4th, 2017): http://www.mq.edu.au/policy/docs/disruption_studies/policy.html

Special Consideration Policy (in effect from Dec 4th, 2017): <https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/special-consideration>

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
- Active Engagement & Participat

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
- Active Engagement & Participat

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
- Active Engagement & Participat

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
- Active Engagement & Participat

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
- Active Engagement & Participat

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
- Active Engagement & Participat

Changes from Previous Offering

No changes for 2017

External students

It is compulsory for all external students to attend the On Campus Session.

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.

Changes since First Published

| Date | Description |
|------------|--|
| 06/06/2017 | Submission of Assignment 1 has been moved from week 4 to week 3 to comply with University Policy |