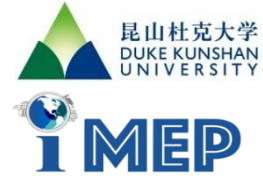

PUBPOL 897K

iMEP MASTERS PROJECT I

Fall 2022



Course dates and synchronous meeting time: W 10-12 pm CST (biweekly).

Academic credit: 3 credits

Course format: lectures + in-class discussions + individual work with the MP advisor

Classroom: IB2071

Zoom meeting room: 252-204-9608 (password: 08241202)

WeChat group: iMEP-MPI-Fall2022

Instructor's information

Coraline Goron

Assistant Professor of Environmental Policy

Contact: Coraline.goron@dukekunshan.edu.cn

Office: IB 3046 / personal zoom meeting room: 252-204-9608 (password tbc)

Office hours: Th 3:30 – 4:30 pm, otherwise by appointment.

Pr. Coraline is a political scientist specializing in China's environmental and energy politics, as well as China's role in global environmental governance. Her current areas of research include 1) environmental institutions and regulatory authorities, 2) environmental information disclosure and communication, 3) citizen science and societal participation in environmental governance; 4) the participation of China to global climate and biodiversity governance.

What is this course about?

This course is designed to offer a framework for students to develop their Masters Project (MP). It is designed to offer guidance and resources to students for conceiving of, designing, and completing the initial steps of their MPs. All contents are assignments are focused on the students' projects.

The MP I Course will culminate in the production of a minimum 3,000 words MP Prospectus, which will be formally evaluated by an MP prospectus review committee at the end of the Fall term. Only projects that pass the review committee can validate the MPI course.

Course hybrid structure and organization

- The course will be highly interactive, with limited lecture content. Guided peer-to-peer and instructor-to-student reviews will be used to help students design and revise their project, and become more adept at presenting the core questions and purposes underlying their projects. Students will also work to build innovative and effectively-communicated written and presented products relating to their MP work.

- All the lecture contents will be recorded and related material will be posted on Sakai for students to review at their own pace and according to their needs. Students who are stranded outside of China or officially excused from physical attendance will be able to attend the class via zoom and/or to review the recorded lectures.

How can I prepare for the class sessions to be successful?

Students are the key drivers of this course. They are expected to attend classes, to hand in every assignment by the deadline and to show commitment and thoroughness in their peer review tasks. Students are also expected to engage and help each other to overcome the distance created by the hybrid teaching format, and to develop their project by sharing in their expertise, knowledge, and critically constructive feedback. All students are expected to be on top of the course schedule and to check their emails/Sakai announcements, as well as the information shared in the course WeChat group.

Key dates related to the completion of the MP Prospectus

26 August	MPI course begins
7 September	Statement of Intent due
25 November	Prospectus due
Early December	MP Prospectus Committee presentation
21 December	Winter Break

How will the course grade be determined?

- **The final assessment for this course will be graded on Pass or Fail based on the overall quality of the course assignments and the final deliberations of the MP Prospectus review committee.** This approach reflects the course purpose of providing resources for students in developing their MPs, rather than be a source of additional demands.
- The course assignments will receive comments but no grades.

*** Statement of Intent (Major milestone of the MP cycle):**

By Wednesday 7 September, students need to submit a two pages-long Statement of Intent describing their MP project. It must be submitted to the iMEP program coordinator through Sakai. A link will be sent to the students.

*** Report on meetings with MP Advisor (x2):**

By Wednesday 31 September, and by Wednesday 2 November, students must meet with their MP Advisor and submit a two-page-long progress report. The first report will focus on the Statement of Intent and the second will focus on settling the expected format and content of the MP Prospectus. Students are expected to plan these meetings in advance.

***MP draft introduction & literature review:**

By Monday 24 October, students must submit their draft MP introduction and literature review. In addition, each student will be asked to review at least one other work and offer constructive written feedback.

*** MP Prospectus presentations:**

On Sunday 20 November, students will submit recorded presentations of their MP Prospectus presentation. Each student will be asked to review at least one other presentation. On Wednesday 23 November, students will meet in small groups with the MP instructor to discuss the recorded presentations, ask questions and offer constructive feedback. This is aimed at preparing for the prospectus review committee.

***MP Prospectus (Major milestone of the MP cycle):**

On Friday 25 November, students will submit their MP prospectus to the iMEP Program coordinator, who will then transfer it to the Prospectus Review Committee. The prospectus should contain all the contents agreed with the supervisor during the November 4 check-in meeting. It must be submitted to the iMEP program coordinator through Sakai. A link will be sent to the students.

*** MP Prospectus Committee presentation (Major milestone of the MP cycle):**

During the first week of December, students will present their MP prospectus to a committee composed of the MP Advisor(s), the two MP course instructors, and the client or other invited experts at the request of the student and/or MP advisor.

***Class participation**

Active participation to the class, either in person or via zoom, is essential to rip all the benefits from this course.

Assignment Calendar

Date	Assignments
W 09/07	Statement of Intent (Major milestone of the MP cycle)
W 09/31	First report on meeting with MP Advisor
M 10/24	Draft Introduction & Literature review
W 11/02	Second report on meeting with MP Advisor
S 11/20	Recorded presentation
F 11/25	MP prospectus (Major milestone of the MP cycle)
Early December	MP Prospectus Review Committee meetings (Major milestone of the MP cycle)

Course Calendar and Contents

Date	Contents
W 08/24	<ul style="list-style-type: none"> ▪ Lecture: Course introduction ▪ Roundtable discussion

W 09/07	<ul style="list-style-type: none"> ▪ Lecture: MP style and structure ▪ Project pitch to the class
W 09/21	<ul style="list-style-type: none"> ▪ Lecture: Data analysis methods ▪ Sharing of experience on data type, collection, methods
W 10/12	<ul style="list-style-type: none"> ▪ Lecture: Introduction and literature review ▪ In class group discussions on literature search and synthesis
W 10/26	<ul style="list-style-type: none"> ▪ Lecture: Developing scientific or policy arguments ▪ Group peer-review discussions on the draft introductions & literature reviews
W 11/09	<ul style="list-style-type: none"> ▪ Lecture: Preparing the presentation of your prospectus ▪ Group discussions
W 11/23	<ul style="list-style-type: none"> ▪ In-class Moot MP Prospectus presentation reviews. (Schedule depends on total number of MP projects and will be circulated in due time, 15 min per project)

Course policies

Discussion Guidelines:

Civility is an essential ingredient for academic discussions. All communications for this course should be conducted constructively, civilly, and respectfully. Differences in beliefs, opinions, and approaches are to be expected. Please bring any communications you believe to be in violation of this class policy to my attention. Active interaction with peers and your instructor is essential to success in this course, paying particular attention to the following:

- Be respectful of others and their opinions, valuing diversity in backgrounds, abilities, and experiences.
- Challenging the ideas held by others is an integral aspect of critical thinking and the academic process. Please word your responses carefully, and recognize that others are expected to challenge your ideas. A positive atmosphere of healthy debate is encouraged.
- Read your feedback carefully before submitting them.

Due Dates and Penalties:

Due to the reliance of group work and peer review, assessments for this course time sensitive. For this reason, being on-time in fulfilling and submitting assignments is critical. Presentation and individual meeting dates will be fixed and only altered in emergency or highly extenuating circumstances. Written products will incur a 10% penalty per day that they are submitted late, up to a 50% penalty. Afterward, they will be considered fail.

Academic Integrity:

As a student, you should abide by the academic honesty standard of the Duke Kunshan University. Its Community Standard states: "Duke Kunshan University is a community comprised of individuals from diverse cultures and backgrounds. We are dedicated to scholarship, leadership, and service and to the

principles of honesty, fairness, respect, and accountability. Members of this community commit to reflecting upon and upholding these principles in all academic and non-academic endeavors, and to protecting and promoting a culture of integrity and trust.” For all graded work, students should pledge that they have neither given nor received any unacknowledged aid.

Official communication:

In compliance with University policy, all official and important correspondence regarding academic and administrative affairs will be done through the DKU email system and not through WeChat or any other messaging system. Wechat will be used for informal correspondence, including information related to class schedule and arrangement, as well as the sharing of newspaper or journal articles relevant to course content. If official correspondence is transmitted through WeChat or other means, students will be directed to re-transmit such correspondence through official channels. Students must read their email on a regular basis.

Academic Policy & Procedures:

You are responsible for knowing and adhering to academic policy and procedures as published in University Bulletin and Student Handbook. Please note, an incident of behavioral infraction or academic dishonesty (cheating on a test, plagiarizing, etc.) will result in immediate action from me, in consultation with university administration (e.g., Dean of Undergraduate Studies, Student Conduct, Academic Advising). Please visit the Undergraduate Studies website for additional guidance related to academic policy and procedures. Academic integrity is everyone’s responsibility.

Academic Disruptive Behavior and Community Standard:

Please avoid all forms of disruptive behavior, including but not limited to: verbal or physical threats, repeated obscenities, unreasonable interference with class discussion, making/receiving personal phone calls, text messages or pages during class, excessive tardiness, leaving and entering class frequently without notice of illness or other extenuating circumstances, and persisting in disruptive personal conversations with other class members. Please turn off phones, pagers, etc. during class unless instructed otherwise. If you choose not to adhere to these standards, I will take action in consultation with university administration (e.g., Dean of Undergraduate Studies, Student Conduct, Academic Advising).

Academic Accommodations:

My goal is to provide an atmosphere where all students can reasonably succeed in meeting the requirements for this course. If you have a disability or some other need that requires some special accommodation, please make an appointment with me within the first week of the course to discuss the appropriateness of instructional methods used in the class, or any academic adjustments or accommodations you may need. If you need to request accommodation for a disability, you need a signed accommodation plan from Campus Health Services, and you need to provide a copy of that plan to me. Visit the Office of Student Affairs website for additional information and instruction related to accommodations.

Everyone has different needs for learning. If you do not have a documented disability but feel that you would benefit from learning support for other reasons, I invite you to contact me to talk about it. If you

have substantial non-academic obligations or other concerns that make learning difficult, especially considering the current circumstances created by the covid-19 pandemic, please contact me as well.

Mental health issues

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, insomnia, alcohol or drug problems, feeling down, difficulty concentrating, and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. Duke Kunshan University offers services to assist you with addressing these and other concerns you may be experiencing. If you or someone you know are suffering from any of the aforementioned conditions, you can learn more about the broad range of confidential mental health services available on campus via the Counseling and Psychological Service (CAPS) by visiting [the DKU CAPS website](#) or calling 0512-3665-7211. CAPS is located in the Services Building, Room 1024.

What campus resources can help me during this course?

Academic Advising and Student Support

Please consult with me about appropriate course preparation and readiness strategies, as needed. Staff in the Academic Resource Center can provide recommendations on academic success strategies.

Writing and Language Studio

For additional help with academic writing—and more generally with language learning—you are welcome to make an appointment with the Writing and Language Studio (WLS). To accommodate students who are learning remotely as well as those who are on campus, writing and language coaching appointments are available in person and online. You can register for an account, make an appointment, and learn more about WLS services, policies, and events on the [WLS website](#). You can also find writing and language learning resources on the [Writing & Language Studio Sakai site](#).

IT Support

If you are experiencing technical difficulties, please contact IT:

- China-based faculty/staff/students 400-816-7100, (+86) 0512- 3665-7100
- US-based faculty/staff/students (+1) 919-660-1810
- International-based faculty/staff/students can use either telephone option (recommend using tools like Skype calling)
- Live Chat: <https://oit.duke.edu/help>
- Email: service-desk@dukekunshan.edu.cn