Course Descriptions

Parliamentary Studies (4 UC quarter units)
Organisational Behaviour (4 UC quarter units)
187 Internship (10 UC quarter units)

UCEAP – Scottish Parliament Internship

August – December 2014

Dr Ashley Cole
Parliamentary Studies (4 UC quarter units)

Course Description

Parliamentary Studies provides an overview of the working practices of the UK and Scottish parliament. Students will compare the functions, powers and responsibility of both parliaments facilitating an understanding of devolved and centralised politics in the UK. Students will also examine other devolved parliaments in the UK and their powers with those of the Scottish government. Central to this course will be the possible implications of the upcoming Scottish Independence referendum as students consider the debates for and against independence; its economic, social, local and foreign implications.

Learning Outcomes

- Students gain a detailed and contextualised knowledge of the UK and Scottish parliaments, structures and procedures.
- Students learn how to analyse and critique scholarly debates and attitudes to the UK and Scottish parliamentary systems, constitution, devolution and debates regarding independence.
- Students learn how to articulate their knowledge and understanding of UK and Scottish parliamentary politics through seminar presentations, essays and critique of the literature prescribed.

Reading – All articles and texts will be made available on Google Drive

Assessment – See Academic Calendar for all deadlines.
Participation – 15%
- Student demonstrates good preparation: knows case or reading facts well, has thought through implications of them.
- Student offers interpretations and analysis of case material (more than just facts) to class.
- Student contributes well to discussion in an ongoing way: responds to other students’ points, thinks through own points, questions others in a constructive way, offers and supports suggestions that may be counter to the majority opinion.
- Attendance - accounts for one third of the participation grade

Essay – 40%
- Essay plan counts for 10%, completed essay 30% = 40%
- Fully referenced with bibliography
- Plan of 200 words
- Essay 2,000 words
- Essay topics are chosen by the student in consultation with their tutor.

Case study – Comparison between UK and Scottish Political Parties – 20%
- 1,000 words
- Student should choose one Political Party – Scottish and UK equivalent
- Student should compare and contrast the parties for example structure, make-up, policies, approaches, websites, press coverage etc.
- Fully referenced with bibliography
Presentation: Reflections from the Scottish independence Referendum – 25%

- Student presents for 10 minutes
- Student captures the attention of the audience
- Student relates to the audience, establishes rapport and clearly outlines the presentation topic and thesis.
- Student outlines and transitions through the main points of the presentation
- Student presents clear and well supported arguments to support their thesis
- Student addresses oppositional arguments in a firm and persuasive manner
- Student uses eyes contact and speaks clearly
- Student keeps within required time frame
- Student satisfactorily addresses questions from the audience

Assessment Penalties

- Students will incur a penalty if assessed work is submitted late or is not completed. 1% will be deducted per day for one week (7 days) thereafter the assignment will not receive a mark.
- If an extension is required on the grounds of medical or other emergency issues please do not hesitate to consult with me.
Organisational Behaviour (4 UC quarter units)

Course Description
The course introduces students to many of the basic principles of organisational theory and behaviours, including approaches to management. These include theories relating to organisational, cultural, and organisational structure and design and individual differences in abilities and attitudes, attributions, motivations, group dynamics, power and politics, leadership, conflict resolution. Students will use their experience as a Scottish Parliamentary Intern to complete case study activities and analysis bridging theory and practice of organisational behaviour.

Topics
- Textbook is on google drive
- Weekly reading is listed on the academic calendar
1. Introduction
2. Defining organisational behavioural concepts and theories
3. Understanding the role of the individual 1
4. Understanding the role of the individual 2
5. Interpersonal and group behaviour
6. Conflict and stress management
7. Communication
8. Power politics
9. Leadership
10. Change management
11. Organisational dynamics : structure
12. Organisational development

Learning Outcomes
- Student will be able to identify major organisational theories, concepts and issues.
• Student will be able to apply relevant organisational behaviour theories in the analysis of an organisation.
• Student will be able to correctly apply case analysis techniques to the analysis of organisational behaviour cases.
• Student will be capable of supporting their claims and conclusions with the relevant facts of the case or exercises.
• Student will relate their theory and concepts to their own leadership and individual style in the context of their organisation.

Reading – Textbook will be made available on Google Drive

Assessment – See Academic Calendar for all deadlines.

Participation 15%
Organisational Analysis Essay 60%
Presentation 25%

Participation – 15%
• Student demonstrates good preparation: knows case or reading facts well, has thought through implications of them.
• Student offers interpretations and analysis of case material (more than just facts) to class.
• Student contributes well to discussion in an ongoing way: responds to other students’ points, thinks through own points, questions others in a constructive way, offers and supports suggestions that may be counter to the majority opinion.
• Student demonstrates consistent ongoing involvement.
• Attendance - accounts for one third of the participation grade

Organisational Analysis Essay - 60%
• 2,000 words
• Student chooses one of the organisational theories or concepts and compares theory and practice in the context of their internship experience.
• Student will present examples to support their analysis
Student will also provide ideas for change and development within their organisation

Analysis should be fully referenced with bibliography

Presentation: Observing organisational behaviour – 25%

- Student will present a theme from their Organisational Analysis Essay
- Student will present for 10 minutes
- Student captures the attention of the audience
- Student relates to the audience, establishes rapport and clearly outlines the presentation topic and thesis.
- Student outlines and transitions through the main points of the presentation
- Student presents clear and well supported arguments to support their thesis
- Student addresses oppositional arguments in a firm and persuasive manner
- Student uses eyes contact and speaks clearly
- Student keeps within required time frame
- Student satisfactorily addresses questions from the audience

Assessment Penalties

- Student will incur a penalty if assessed work is submitted late or is not completed. 1% will be deducted per day for one week (7 days) thereafter the assignment will not receive a mark.
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Internship (10 UC quarter units)

Assessment – See Academic Calendar for all deadlines.

- Internship journal – 50%
- MSP Mid-term evaluation – 20%
- Final self-evaluation – 30%

Internship Journal - 50%

- 5 x 500 words plus intro and conclusion in total = 3,000 words
- In each journal the student identifies an achievement in the context of their internship and how this was realised.
- Student should also identify a goal to be achieved in the context of their internship and how they plan to achieve this.
- Student will collate their internship journals and submit them as a collection including a short introduction and conclusion reflecting upon their goals and achievements.

MSP Mid-term evaluation - 20%

- MSPs will be asked to complete a questionnaire regarding student performance as an intern
- MSPs, using a scale of 1-5 (where 1 = poor and 5 = excellent), will be asked to evaluate their intern
- Evaluation scores will be quantified to produce the grade awarded to the student
- Students will receive the evaluation in order to reflect upon it and also in order to use it for their final-self evaluation.
Final Self Evaluation - 30%

- 1,500 words
- Student will reflect upon their internship
- Student will identify 3 key areas of learning and three key areas of improvement during their internship
- Student will highlight how they intend to build upon these key areas in the future

Assessment Penalties

- Student will incur a penalty if assessed work is submitted late or is not completed. 1% will be deducted per day for one week (7 days) thereafter the assignment will not receive a mark.
- If an extension is required on the grounds of medical or other emergency issues please do not hesitate to consult with your tutor.