Memorandum

Thursday, June 14, 2016

To: Dr. John Shepherd, Vice-Provost and Associate Vice-President (Academic);
        Chair, Carleton University Committee on Quality Assurance

From: Dr. Ming Tiampo, Director, Institute for Comparative Studies in Literature, Art and
        Culture

cc: Dr. Catherine Khordoc, Dean, Faculty of Arts and Social Sciences
        Dr. Sukeshi Kamra, Associate Dean (Curriculum, Programs, and Planning),
        Faculty of Arts and Social Sciences
        Dr. Matthias Neufang, Dean, Faculty of Graduate and Postdoctoral Affairs
        Dr. Adrian Chan, Associate Dean (Programs and Awards), Faculty of Graduate
        and Postdoctoral Affairs
        Carleton University Committee on Quality Assurance
        Dr. André Loiselle, Assistant Vice-President (Academic), Office of the Vice-
        Provost and Associate Vice-President
        Jessica DeVries, Manager, Office of the Vice-Provost and Associate Vice-
        President (Academic)
        Meredith Warner, Program Review Officer, Office of the Vice-Provost and
        Associate Vice-President (Academic)

Re: Action Plan Monitoring—PhD in Cultural Mediations

The following update is a response to the memorandum received from the Office of the Vice-Provost and Associate Vice-President (Academic). As outlined in the memorandum, steps to implement recommendations #5 and #9 were scheduled to be completed in February 2015 and recommendations #6 and #7 to be completed by June 30, 2016.

5) Change the title for CLMD 6104 to something that can encompass varied content and additional faculty.
Action: We have renamed CLMD 6104 Issues in Cultural Politics

9) Time to completion: that a committee consider the following options/program tweaks to ensure timely degree completion: Completion of the second comprehensive exam before August or September. Preferably in the Spring of the second year, say by the end of April/early May (the reading list could be compiled by November, leaving the students some 5 months to read the materials all the while completing CLMD 6900); Symposium and Submission of the thesis proposal *before* the end of the Fall term of the 3rd year; Formally require of students that they respect program milestones; have the Cultural Mediations graduate supervisor meet with every student that falls short of the various milestones leading to admission to candidacy, requiring explanations and requesting that the student produce a clear path for progress towards the degree; Develop a new liaison

with individual supervisors asking them to set clear deadlines with their students and inform the Cultural Mediations graduate supervisor of thesis progress regarding these deadlines on a bi-yearly basis. (A simple email form could be produced for this effect.)

Action: The Director, Graduate Supervisor, and Administrator have been working hard to reduce times to completion. In particular, there has been a push to create a culture of adherence to milestones, and an expectation of completion within 4-5 years. The following changes have been implemented:

1) Yearly milestone meetings with students
2) Creation of a clear timeline to completion within 4-5 years that will be published in the graduate student handbook, and communicated to students and supervisors in multiple ways.
3) Improvement of CLMD 6900 to shepherd students through the process of writing their 2nd comprehensive exam and dissertation proposal.
4) Creation of a common timeline for the 1st and 2nd comprehensive exams, resulting in students completing the 2nd comprehensive exam and thesis proposal by the third year.
5) Creation and implementation of an information package and yearly orientation for thesis supervisors to keep them informed of expectations towards our student is ongoing.

6) Regarding the choice of instructors to staff various CLMD course offerings, the Review Committee recommends implementing a more formal, transparent and inclusive process, given the amount of faculty members that make up the program's core faculty. The Reviewers also recommend recruiting additional junior faculty members.

Action: A call for course proposals is sent out to all faculty cross-appointed to ICSLAC and to all FASS chairs and directors every year. As a result, two courses are now being taught by junior faculty members currently unaffiliated with ICSLAC. The Steering Committee also recently went through an exercise to nominate a long list of new cross-appointments to ICSLAC, which will be proposed to the all-institute committee in September.

7) That at least one faculty member from the Department of Philosophy be recruited as core faculty member in the program.

Response: The approach to recruiting new cross-appointed faculty has been to identify strategic research clusters in ICSLAC, and to build on those strengths. They are:

Cultural Theory
Digital Humanities
Gender and Sexuality Studies
Indigenous Studies
Memory Studies
Museum Studies
Transnational Studies

There were no faculty members in the Philosophy department at this time whose research interests fit with the designated research clusters. This will be reviewed again in the future.