

**CARLETON UNIVERSITY COMMITTEE ON
QUALITY ASSURANCE**

**Cyclical Review of the Undergraduate Programs in Greek and Roman Studies
Executive Summary and Final Assessment Report**

This Executive Summary and Final Assessment Report of the cyclical review of Carleton's undergraduate programs in Greek and Roman Studies (BA Honours; BA Combined Honours; BA General) are provided pursuant to articles 4.2.5.b-4.2.6.a-b of the provincial Quality Assurance Framework and articles 7.2.23-1 and 7.2.23.3-4 of Carleton's Institutional Quality Assurance Process (IQAP).

EXECUTIVE SUMMARY

The undergraduate programs in Greek and Roman Studies (GRS) reside in Carleton University's College of the Humanities, a unit administered by the Faculty of Arts and Social Sciences. As a consequence of the review, the programs were categorised by the Carleton University Committee on Quality Assurance (CUCQA) as being of **GOOD QUALITY** (Carleton's IQAP 7.2.12).

The external reviewers' report, submitted on 15th November 2015, offered a positive assessment of the programs. The reviewers stated that "the breadth of study of the ancient Mediterranean, both temporally (from the Bronze Age to the Carolingian middle ages) and geographically (from Persia and Syria to France), *is particularly impressive given the size of the faculty complement.*" The reviewers further observed that the faculty's "research profile in comparative linguistics, late antique and early medieval history of the Mediterranean basin, and imperial Latin epic, and the programs' teaching profile from the Mycenaean Age of Greece to the fall of the Roman Empire in both eastern and western Mediterranean, *is highly distinctive in relation to programs in Ontario and nationally.*"

The reviewers also noted that during their meeting with faculty members, they "shared their tremendous pride in their students and their programs." Similarly, the students with whom the reviewers met "spoke very positively of their experience" in the programs.

Within the context of this positive assessment, the report nonetheless made a few recommendations for the continuing enhancement of the programs. These recommendations were productively addressed by the program coordinator, the Director of the College and the Dean (interim) of the Faculty of Arts and Social Sciences in a response to the report of the External Review that was communicated to CUCQA on February 1st, 2016.

An Action Plan detailing how, when and by whom the recommendations will be implemented was produced by the GRS program on April 13th, 2016 and accepted by CUCQA on May 11th, 2016.

GRS Action Plan: April 13 2016
Prepared by GRS Coordinator, Greg Fisher

As per the memo received from Dr. John Shepherd on February 29, 2016, the Greek and Roman Studies program presents here its action plan, following on from the eight recommendations made by the external reviewers.

Dr. Shepherd's memo notes that items 1-3 are dependent on a larger discussion by the College of the Humanities. Furthermore, recommendations 4, 5, 7 and 8 also involve a broader discussion between GRS and COH (and FASS in some cases). **The only item over which GRS has direct control is number 6.**

Recommendation 1: That consideration be given to a renewed governance model for the COH which would offer an increased level of autonomy and public profile to the Greek and Roman Studies unit through such means as a rotating Directorship of the College, appointing a faculty member from each unit in succession to a three-year term.

STEPS TO BE TAKEN: The Director of COH, in consultation with the Dean of FASS, will bring this issue to College Council for Discussion in the 2016/17 cycle, and as per the memo from Dr. Shepherd, an action plan for this recommendation will be submitted **by May 1 2017**.

PERSONNEL RESPONSIBLE: Director, COH; Dean of FASS; Coordinators for GRS, Humanities, and Religion.

Recommendation 2: That a clear policy statement describing the interaction among the units within the College of Humanities be written and applied transparently.

STEPS TO BE TAKEN: Consultations on a new constitution for the College will begin in the Fall of 2016, with a new constitution to be ratified by the end of the Winter term of 2017 (per Richard Mann, incoming Dir., COH). [As per the memo from Dr. Shepherd, an update on this recommendation will be submitted **by May 1 2017**].

PERSONNEL RESPONSIBLE: Director, COH; Coordinators for GRS, Humanities, and Religion.

Recommendation 3: That the COH provide designated budgetary resources (discretionary funding) to units within the College, which would allow these units to plan for special activities and events as a means of enhancing the student experience in their programs.

STEPS TO BE TAKEN: The Director of COH (in consultation with the Dean of FASS, if necessary) will bring this issue to College Council for Discussion in the 2016/17 cycle, and as per the memo from Dr. Shepherd, an action plan for this recommendation will be submitted **by May 1 2017**.

PERSONNEL RESPONSIBLE: Director, COH; Coordinators for GRS, Humanities, and Religion [+Dean of FASS if necessary]

Recommendation 4: That the COH and FASS consult more fully in preparation for the assignment of TAs in GRS.

STEPS TO BE TAKEN: The Director of COH and the GRS Coordinator will discuss this issue in collaboration with the Dean of FASS and the Associate Dean (Research) (the process of TA assignments is currently under review within FASS; once this review is completed, within the rubric of the Collective Agreement, the resulting recommendation will be accommodated). GRS' position is that the Coordinator be consulted about TA requirements for the Unit and will participate more fully in decisions regarding unit needs and TA allocations. The Director of COH, the Associate Dean, and the Coordinator of GRS will discuss this matter **after July 1.**

PERSONNEL RESPONSIBLE: Director, COH; Coordinator, GRS; Associate Dean of FASS (Research).

Recommendation 5: That FASS reviews the faculty/teacher ratios in GRS in order to determine the validity of claims made in the self-study, and if these numbers are verified, take steps as possible to provide additional resources with the goal of improving the student experience by reducing the ratios.

STEPS TO BE TAKEN: (As per the responsibilities of the Director, COH), the Director, COH will undertake to review this issue **during the 2016/17 academic year.**

PERSONNEL RESPONSIBLE: Director, COH.

Recommendation 6: That GRS re-examines its requirement of only 1.0cr at the fourth-year level, with a view to the possibility of increasing this requirement in line with other programs in FASS.

STEPS TO BE TAKEN: The GRS curriculum committee, in consultation with the Associate Dean (Curriculum, Programs, and Planning) will review this issue and report to the Director of COH and the Dean of FASS (as appropriate) **by the end of the calendar year 2016**, in order to plan for any necessary changes to the program.

PERSONNEL RESPONSIBLE: GRS coordinator, Associate Dean of FASS (Curriculum, Programs, and Planning)

Recommendation 7: That a means of communicating the timetabling needs of the program in GRS be put in place, in order to prevent inappropriate scheduling of courses.

STEPS TO BE TAKEN: The GRS coordinator, in conjunction with the Director of COH and the College Administrator, will ensure that the timetabling needs of the program are adequately communicated to Scheduling and Exam Services. This will take place with the submission of courses **for the 2017/18 academic year in December.**

PERSONNEL RESPONSIBLE: Coordinator, GRS; Director, COH; COH Administrator

Recommendation 8: That modest on-going funding be made available to support student travel for archaeological field-schools and study abroad courses in Europe.

STEPS TO BE TAKEN: The GRS coordinator will discuss this issue with the Director of COH to continue the previous support from FASS and from the COH at the beginning of the academic year in **September 2016**.

PERSONNEL RESPONSIBLE: Director, COH; Coordinator, GRS.

TABLES

1	renewed governance model	May 2017	1	Director, COH; Dean of FASS; Coordinators for GRS, Humanities, and Religion
2	interaction among the units	May 2017	1	Director, COH; Coordinators for GRS, Humanities, and Religion
3	designated budgetary resources	May 2017	1	Director, COH; Coordinators for GRS, Humanities, and Religion [+ Dean of FASS, if necessary]
4	assignment of TAs in GRS	after July 1		Director of COH, GRS Coordinator, Associate Dean of FASS (Research)
5	faculty/teacher ratios	during the 2016/17 academic year		Director, COH
6	requirement of only 1.0cr	by the end of the calendar year 2016		GRS coordinator, Associate Dean of FASS (Curriculum, Programs, and Planning)
7	timetabling needs	With submission of course info the 2017/18 academic year in December		Coordinator, GRS; Director, COH; COH Administrator
8	student travel	September 2016		Director, COH; Coordinator, GRS