

**CARLETON UNIVERSITY COMMITTEE ON
QUALITY ASSURANCE
Cyclical Review of the PhD program
in Social Work
Executive Summary and Final Assessment Report**

This Executive Summary and Final Assessment Report of the cyclical review of Carleton's PhD program in Social Work is provided pursuant to the provincial Quality Assurance Framework and Carleton's Institutional Quality Assurance Process (IQAP).

EXECUTIVE SUMMARY

The PhD program in Social Work resides in the School of Social Work, a unit administered by the Faculty of Public Affairs.

As a consequence of the review, the programs were categorized by Carleton University's Senate Quality Assurance and Planning Committee (SQAPC) as being of good quality. (Carleton's IQAP 7.2.13).

The External Reviewers' report offered a very positive assessment of the programs. Within the context of this positive assessment, the report nonetheless made a number of recommendations for the continuing enhancement of the programs. These recommendations were productively addressed by the Director of the School of Social Work and the Dean of the Faculty of Public Affairs in responses to the External Reviewers' report and Implementation Plan that was submitted to SQAPC on September 9, 2021.

**Unit Response to External Reviewers' Report & Implementation Plan
Programs Being Reviewed: PhD Social Work**

Note: This document is forwarded to Senate, the Quality Council and posted on the Vice- Provost's external website.

Introduction & General Comments

The School of Social Work was pleased to receive the External Reviewers' report on July 7, 2021. The report was shared with the program supervisor and staff and will be discussed at the faculty retreat in August 2021. We are committed to the continual improvement of our programs to enhance the student, staff, and faculty experience. This report contains both a response to the External Reviewers' Report and an Implementation Plan (Section B) which have been created in consultation with the Dean of the Faculty of Public Affairs.

For each recommendation **one** of the following responses must be selected:

Agreed to unconditionally: used when the unit agrees to and is able to take action on the recommendation without further consultation with any other parties internal or external to the unit.

Agreed to if **additional resources permit:** used when the unit agrees with the recommendation, however action can only be taken if additional resources are made available. Units must describe the resources needed to implement the recommendation and provide an explanation demonstrating how they plan to obtain those resources. In these cases, discussions with the Deans will normally be required and therefore identified as an action item.

Agreed to in principle: used when the unit agrees with the recommendation, however action is dependent on something other than resources. Units must describe these dependencies and determine what actions, if any, will be taken.

Not agreed to: used when the unit does not agree with the recommendation and therefore will not be taking further action. A rationale must be provided to indicate why the unit does not agree (no action should be associated with this response).

Calendar Changes

If any of the action items you intend to implement will result in calendar changes, please describe what those changes will be. To submit a formal calendar change, please do so using the Courseleaf system.

UNIT RESPONSE AND IMPLEMENTATION PLAN

Programs Being Reviewed: Social Work

Prepared by (name/position/unit): Sarah Todd, Director, Social Work

External Reviewer Recommendation & Categorization	Unit Response (choose only one for each recommendation): 1- Agreed to unconditionally 2- Agreed to if additional resources permit (describe resources) 3- Agreed to in principle 4- Not agreed to Rationales are required for categories 2, 3 & 4	Action Item	Owner	Timeline	Will the action described require calendar changes? (Y or N)
Increase the profile of the Carleton PhD program; utilize the resources offered by the Faculty and Faculty of Graduate and Postdoctoral Studies to enhance recruitment efforts. (Opportunity/Concern)	1 - Agreed to unconditionally	Graduate program supervisor will work with the graduate committee to better articulate the PhD program focus for recruitment. Graduate Supervisor and Director will organize a meeting with FGPA to understand what steps we could take to enhance recruitment efforts and will implement suggestions.	Graduate Supervisor and Director	Meetings August - September 2021 Implementation beginning fall 2021 and onwards	N
Consider processes and resources necessary to improve students' time to completion. (Concern)	3 - Agreed to in principle	Graduate Supervisor and Director will survey doctoral students to understand what would help with their times to completion. Graduate Supervisor and Director will draft a tip sheet for supervisors and establish structures/processes to build a more effective system of peer support.	Graduate supervisor and Director	Survey development at graduate committee fall 2021 Implementation of survey by Graduate Supervisor January 2022 Tip sheet for supervisors developed winter	N

				<p>2022 for distribution spring 2022 (Pat and Sarah).</p> <p>Establish peer support system with feedback from students for fall 2022.</p>	
<p>Engage in a full curriculum review to better align doctoral courses with those of comparator doctoral programs and to ensure a stronger research focus. (Weakness)</p>	<p>1 - Agree unconditionally</p>	<p>Fall/Winter 2021-2022, the graduate committee will lay out a plan to review the Phd program in 2022/2023.</p> <p>Graduate committee to review doctoral program against 5 comparator doctoral programs with the goal of creating a stronger research focus.</p> <p>Graduate committee to make recommendations to departmental board regarding strengthening the research focus of the program.</p> <p>Any changes to the PhD curriculum will be made in consultation with FGPA and FPA and will follow the required processes for modifying academic programs.</p> <p>Support faculty to make program transition.</p>	<p>Graduate Program committee and Graduate Supervisor</p>	<p>Fall/Winter 2021-2022, plan development.</p> <p>Fall 2022 – Graduate Supervisor will lead review with the graduate committee.</p> <p>Consultation with FGPA and FPA.</p> <p>Committee to make recommendations to Departmental Board January 2023.</p> <p>Any proposed changes will go through FGPA and the required processes/timelines for modifying academic programs</p>	<p>Possibly (focus may be on enhancing content of existing courses and/or changes to existing courses and/or calendar changes)</p>

				Any required administrative changes spring – summer 2023 for implementation 2024. Support to instructors spring-summer 2023	
Explore possibilities for increasing the amount of fiscal support by the School/University for students in the program. (Weakness)	2 - Agreed to if resources permit	Discussions with FGPA about ongoing funding packages	Graduate program supervisor	Ongoing	N