

**CARLETON UNIVERSITY COMMITTEE ON
QUALITY ASSURANCE**

**Cyclical Review of the BA and MA Programs in Canadian Studies
Executive Summary and Final Assessment Report**

This Executive Summary and Final Assessment Report of the cyclical review of Carleton's BA (combined honour's) and MA programs in Canadian Studies 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 BA and MA programs in Canadian Studies reside in Carleton University's School of Canadian Studies, 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 March 4th 2015, offered a positive assessment of the programs. The overall impression of the External Reviewers is that the School of Canadian Studies offers excellent programs that meet all of the School's current goals. It is also clear to the External Reviewers that the School fits well into Carleton University overall academic programming and into Carleton's mission and public image. Additionally, the External Reviewers stated that "the School is intellectually very active and vibrant and this comes across clearly from both its faculty and students."

According to the Reviewers, the recent hiring of many promising young scholars has ensured that the School is "in an excellent position to reaffirm its leading position in that field both nationally and internationally." Furthermore, "the School can be viewed as an excellent example of how collegiality should and does work."

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 and the Deans of the Faculty of Arts and Social Sciences and the Faculty of Graduate and Postdoctoral Affairs in a response to the report of the External Review that was communicated to CUCQA on February 24th, 2016.

An Action Plan detailing how, when and by whom the recommendations will be implemented was produced by the School on March 31st, 2016 and accepted by CUCQA on May 25th, 2016.

School of Canadian Studies

BA/MA Review Implementation Plan

1. Rec 1: **“Explore potential for increasing enrollment in the BA program”**

Promotion and curricular development come together in our efforts in this area. On the one hand, we have created a branding and website committee that has been charged with a radical overhaul of the website and other forms of messaging. We hope to roll out the new website by summer 2016. We have also organized what we hope to be an annual Career Night in which successful alumni will explain to current or prospective students how their degrees in Canadian Studies helped them to achieve professional success.

These more explicitly promotional activities are being undertaken in relation to a program of curricular development at both the undergraduate and graduate levels. We have added a Combined Honours BA in Indigenous Studies and we have begun exploring the possibility of creating an online certificate in Canadian Studies. Furthermore, we have also begun the process of renaming and updating existing courses and adding new ones to better reflect changes in the discipline and the influx of new faculty talent and generally make the program more appealing.

The Combined Honours in Indigenous Studies is slated to start up in Fall 2017. The other changes are slowed by the fact that 6 of our 8 tenured colleagues are currently unavailable due to a combination of secondments, leaves and reduced time appointments. This has created a situation in which the already busy Director is also serving as the Undergraduate supervisor. However, two colleagues will be returning from sabbatical in July 2016. It is projected that the programming changes will be in place by summer 2017 and that the online certificate be established by summer 2018. These initiatives will be led by the graduate and undergraduate supervisors.

2. Rec 2: **“Plan for the upcoming retirement of the School’s administrator...”**

Donna Malone was hired in July 2016 to replace Cathy Schmueck. Ms. Malone has extensive experience in marketing and website design and maintenance.

3. Rec 3: **“Increase support for Indigenous students”**

Part of the proposal for the Combined Honours in Indigenous Studies involved creating an inventory of services available to Indigenous students in order to identify existing services available to Indigenous students as well as the gaps in those services. Similarly, we proposed to work with the Educational Development Centre (EDC), Centre for Aboriginal Culture and Education (CACE) and Aboriginal Enriched Support Program (AESP) to develop a training program for faculty and administrators of the best practices for supporting Indigenous students. A committee led by the Director of Canadian Studies involving service providers from those units and CDNS faculty has been struck. It has hoped that the inventory and training program will be in place by Fall 2016.

4. Rec 4: **“Consider making another faculty appointment in Indigenous Studies”**

Kahente Horn-Miller’s one-year term appointment has been turned into a tenure-track appointment since the visit of the external reviewers in the winter 2015.

5. Rec 5: **“Clarify rules and expectations regarding language requirement”**

A working group will be formed to tackle this recommendation. It will be asked to report by July 2016 that the undergraduate supervisor can enter any necessary calendar changes to take effect the following year.

6. Rec 6: **“Increase the international character of the courses and faculty research”**

We have already gone some way towards accomplishing the internationalization of our courses. Several of our existing courses are already concerned with Canada’s place in global or hemispheric affairs. Furthermore, we have been in discussion with the Migration and Diaspora stream of the BGINS program about developing courses on immigration and multiculturalism for its students. Finally, several of the colleagues have research capacity in what are now called “comparative settler colonial studies”, “hemispheric American studies” and “global Indigenous studies” and we hope to develop courses to reflect that capacity. The timeline for this internationalization of the curriculum will follow the broader changes in the curriculum outlined above (summer 2017). This effort will be led by the undergraduate and graduate supervisors.

7. Rec 7: **“Increase publicity and promotion of the School”**

We have already outlined most of the steps that we are taking in this regard in our response to recommendation #1.

8. Rec 8 (i) **“Reduce restrictions on out-of-program courses for MA students”**

We will introduce calendar changes by Fall 2016 to increase the number of out-of-program courses available to our MA students from 0.5 to 1.0 credits. This will be done by the graduate supervisor.

Rec 8 (ii) **“Increase the number of TA appointments within Canadian Studies courses”**

We have limited control over the number of TA assignments within Canadian Studies. TAs are assigned to courses by ODFASS on the basis of a set student: teacher ratio. Given that, the only way for us to increase the number of TAs within Canadian Studies is to increase the number of students in our courses. We have outlined some measures above that we hope will achieve that end but it’s difficult to provide a guaranteed timeline for when and even if we will achieve that goal. In the meantime, we will also speak to the Associate Dean Research and Graduate Studies about alternatives ways of using TAs.

Table: BA/MA Review Implementation Plan

Recommendation	Action	By Whom	Timeline
Recommendation #1 Explore potential for increasing enrollment in the BA program	<ul style="list-style-type: none"> • branding and website committee • radical overhaul of website and School messaging • organize events for current and prospective students i.e. Career Night • curricular development at both Undergrad and Grad levels – new Comb. Honours BA in INDG Studies and a possible online certificate in CDNS • rename and update existing courses • add new courses 	Graduate and Undergraduate Supervisors in collaboration with School Director.	<ul style="list-style-type: none"> • website and branding: Summer 2016 • events: ongoing • Combined Honors: Fall 2017 • programming changes: Summer 2017 • online course: Summer 2018
Recommendation #2 Plan for the upcoming retirement of the School's Administrator....	Donna Malone was hired to replace Cathy Schmueck. Ms. Malone has extensive experience in marketing and website design and maintenance.	School Director	July 2015
Recommendation #3 Increase support for Indigenous students	<ul style="list-style-type: none"> • create inventory of services available to Indigenous students to identify possible opportunities for expansion • collaborate with EDC, CACE and AESP to develop best practices training program for faculty and administrators to support Indigenous students 	Committee led by School Director involving faculty and service providers from identified units.	Fall 2016
Recommendation #4 Consider making another faculty	Kahente Horn-Miller's one-year term appointment has been turned into a tenure-track appointment since the		

appointment in Indigenous Studies	visit of the external reviewers in the winter 2015.		
Recommendation #5 Clarify rules and expectations regarding language requirement	Organize working group to review current and recommend changes.	Undergraduate Supervisor	July 2016
Recommendation #6 Increase the international character of the courses and faculty research	<ul style="list-style-type: none"> • Several existing CDNS courses include global and/or hemispheric affairs. • In collaboration with the Migration and Diaspora stream of the BGINS program, develop courses on immigration and multiculturalism for its students. • Develop courses to reflect our capacity in “comparative settler colonial studies”, “hemispheric American studies” and “global Indigenous studies”. 	Undergraduate and Graduate Supervisors along with School faculty.	Summer 2017
Recommendation #7 Increase publicity and promotion of the School	Refer to Recommendation 1.		Ongoing
Recommendation #8(i) Reduce restrictions on out-of-program courses for MA students	<ul style="list-style-type: none"> • Introduce calendar changes to increase the number of out-of-program courses available to our MA students from 0.5 to 1.0 credits. 	Graduate Supervisor	Fall 2016
Recommendation #8(ii) Increase the number of TA appointments within Canadian Studies courses	<ul style="list-style-type: none"> • TAs are assigned to courses by ODFASS on the basis of a set student: teacher ratio. Only way to increase TAs is to increase enrollment. 		Ongoing