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Senate Committee on Academic Development
Report to Senate - Meeting of March 24, 2011

Proposal for a New Unit in the Faculty of Arts and Science: *The Department of Languages, Literatures, and Cultures*

Introduction

The proposal to create a new unit in the Faculty of Arts and Science: *The Department of Languages, Literatures, and Cultures* was reviewed by the Senate Committee on Academic Development (SCAD) at its meeting of March 2, 2011. J. Scott, Head, Department of German, D. Santeramo, Head, Department of Spanish and Italian and G. Smith, Associate Dean, Arts and Science, attended the SCAD meeting to speak to the proposal and to answer questions from members of SCAD. Members of SCAD were also provided with background documentation provided by the Faculty of Arts and Sciences. A copy of the documentation is attached to the report.

Analysis and Discussion

The following highlights are noted:

- The proposal to amalgamate the Department of Spanish and Italian and the Department of German into a single departmental entity is based on a number of factors including the opportunity to maximize efficient use of existing resources and to facilitate development of pedagogical synergies that exist between the two departments;
- The amalgamation plan is based upon maintaining the current level of Faculty and Staff;
- The intent is to retain the integrity of the six disciplines currently included in the two departments (Chinese, German, Italian, Japanese, Linguistics, and Spanish);
- Academic requirements and programs will be preserved and the student experience should not be disrupted by the amalgamation;
- To assist with a seamless transition, an integrated website is being developed that will be used to promote, inform and recruit new students;
- Because the implementation date of July 1 falls before Spring term ends and Summer term begins, it is proposed that the Office of the University Registrar will implement the name change on its systems at the beginning of fall term (i.e. September 1, 2011).

Conclusions/Recommendation

Recommendation:

**that Senate approve the proposal for a New Unit in the Faculty of Arts and Science:
The Department of Languages, Literatures, and Cultures with an implementation
date of July 1, 2011.**

Respectfully submitted,



Susan P. C. Cole
Chair, Senate Committee on Academic Development

Committee Members:

Members

A. Brown, School of Nursing
S. Cole, Deputy Provost (Chair)
J. Emrich, Faculty of Law
P. Fachinger, Department of German
N. Fulford, B.A. (Hons) '12
K. Gossen, J.D. '12
P. Oosthuizen, Academic Colleague
T. Shearer, School of Business
R. Ware, Department of Economics
P. Watkin (Secretary)



FACULTY OF ARTS AND SCIENCE
OFFICE OF THE DEAN

Mackintosh-Corry Hall, Room F300
Queen's University
Kingston, Ontario, Canada K7L 3N6
Tel 613 533-2446
Fax 613 533-2067
<http://www.queensu.ca/artsci>

Dr. Susan Cole,
Deputy Provost and Chair of SCAD

24 February 2011

Dear Dr. Cole,

We are writing on behalf of the Dean of the Faculty of Arts and Science to express the Faculty's support for the proposal for a new unit as outlined in the accompanying document. The proposal is for a new Department to be named "The Department of Languages, Literatures, and Cultures," which will be the result of the combination of the existing Departments of German, and Spanish and Italian, as well as the Linguistics Program.

Planning for this new Department has taken place over a two-year period beginning in the winter term 2009, and has involved extensive discussion between the Faculty Office and the Departments, and among the Departments themselves. We take this opportunity to emphasize that this has been thoroughly consultative initiative that was developed in the respective Departments, and has their strong support. Following the protocol for new curriculum and curricular changes, the proposal for the creation of the new Department was brought forward as a motion to the Faculty of Arts and Science Committee of Departments on December 17, 2010, and at the Faculty of Arts and Science Faculty Board on January 14, 2011. The respective motions were passed with unanimous consent by each body.

The benefits for the creation of the new Department are outlined in the accompanying document. They include opportunities to share teaching resources and develop interdisciplinary plans, collaboration with respect to planning and student recruitment, a logical administrative home for the plan in World Language Studies, the potential to develop a graduate program, as well the effective use of existing administrative resources.

We commend all involved in the respective Departments for their hard work and collaboration on developing the proposal for the "The Department of Literatures, Languages, and Cultures," especially the respective Department Heads, Dr. Donato Santeramo and Dr. Jill Scott, and we reiterate the support of the Faculty of Arts and Science for this proposal.

Sincerely,

Dr. Cathie Krull, Associate Dean
Dr. Gordon E. Smith, Associate Dean

cc. Dr. Alistair MacLean, Dean, Faculty of Arts and Science



Proposal for a New Unit
in the Faculty of Arts and Science:

**The Department of
Languages, Literatures, and Cultures**

Submitted to the Senate Committee on Academic Development:
Donato Santeramo, Head, Department of Spanish and Italian
Jill Scott, Head, Department of German
February 2011

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Background

The decision of the Departments of Spanish and Italian and the Department of German to begin discussions regarding the potential of joining forces to create a new unit was influenced by several factors, both external and internal. Quality and sustainability of Plan delivery were at the forefront of our concerns. Limited teaching resources has called for careful planning and innovative measures. The size of the respective departments was a consideration: with few new positions in the Faculty, it was felt that a larger unit would allow for more effective use of existing resources.

The existing departments have certain similarities: each already consists of more than one discipline, each offers Plans and courses in languages other than English, and each has a similar number of faculty. The program in Linguistics joined the Department of German in 2009, and is seen as an asset to the Plans offered by both units.

There are several potential benefits in creating a new unit: the effective use of administrative resources, the opportunity to share teaching resources (e.g. by developing courses common to more than one Plan), the opportunity to develop interdisciplinary Plans, collaboration with regard to Plan promotion and student recruitment, a logical administrative home for the Plan in World Language Studies, and the potential to develop a common graduate program.

While the goal is to *fully integrate the administrative structures, each of the six disciplines in the proposed unit (Chinese, German, Italian, Japanese, Linguistics, and Spanish) will maintain its disciplinary integrity, and existing Plans will continue* As stated in the Report of the Steering Committee on Amalgamation (Appendix 1), the object is to *maximize the use of existing resources* allowing the new unit to maintain and strengthen existing Plans and course offerings.

The creation of a new unit is contingent upon *maintaining the current resources*, including both Faculty and Staff.

Process

In the Spring of 2009, members of the Department of Spanish and Italian and the Department of German attended a meeting for preliminary discussions about a potential amalgamation. As a result of further meetings with faculty from each department and Associate Deans Gordon Smith, Jamey Carson, and John Pierce of the Faculty of Arts and Science, a decision was taken to strike a Steering Committee on Amalgamation.

The Steering Committee met several times during the Winter Semester of 2010 to discuss the feasibility of creating a new department. The Committee tabled a report (see Appendix 1), which addresses workload and curriculum, and lays out the basic governance model of the proposed new unit. In April 2010, employees of both units voted in favour of beginning the formal process of creating a new department.¹

In Fall, 2010 a series of meetings were held to discuss potential names for the new unit. By majority vote on October 27, members of both departments agreed to propose the name, “The Department of Linguistic, Cultural and Literary Studies.”² It was however brought to our attention that this name could cause potential confusion with other programs in the Faculty of Arts and Science. After consultations with administration and members in other units, it was decided that a different name should be proposed.

Subsequent meetings with faculty, staff, and administration led to the proposal of a new name: “The Department of Languages, Literatures and Cultures.” A new vote was held December, 7 and 8, 2010, the results of which favoured proposing the name.³

At the December 17, 2010 meeting of the Committee of Departments in the Faculty of Arts and Science, a motion was proposed to request that, “the

¹ The results of the vote on Amalgamation were: 14 Yes; 5 No; 1 Abstention.

² The vote proposed only one name: “The Department of Linguistic, Cultural and Literary Studies.” The results of the vote were 11 Yes; 4 No; 1 Abstention.

³ The vote proposed two names. The results were: 15 for “The Department of Languages, Literatures and Cultures”; 7 for “The Department of Languages, Linguistics, Literatures and Cultures”; 0 – Abstention.

Committee of Departments approve the proposal to create a new department in the Faculty of Arts and Science called 'The Department of Languages, Literatures and Cultures.'" It was approved with a unanimous vote.

At the Faculty Board meeting on January 14, 2011, another motion was proposed to request that, "Faculty Board approve the proposal to create a new department in the Faculty of Arts and Science called 'The Department of Languages, Literatures and Cultures.'" Again, this motion passed with unanimous consent.

In January, 2011, a new Calendar Description was developed by the Chairs of Undergraduate Studies and the Heads of the two departments in consultation with Associate Dean of Studies, Hugh Horton (see Appendix 2).

Pending Senate approval, the Department of Languages, Literatures, and Cultures will begin operations in July 2011. During spring and summer of 2011, the offices of the existing departments will be integrated. The full integration of administrative structures will require some time, but it is hoped that with minimal space and infrastructure adjustments, that the office integration phase will be complete by September 2011.

Any discussion of curriculum changes or the development of new Plans will take place after the new department has been formed and a new administrative team and Undergraduate Curriculum Committee is in place. Renewal, Tenure, and Promotion processes have been addressed and will proceed without disruption.

Furthermore, every effort will be made to communicate the upcoming changes to students to ensure a smooth transition, especially as regards the 2011 Registration period. Pending Senate approval, plans will proceed to produce new materials and an integrated website for the purposes of promotion and recruitment as well as to inform offices and departments internal to Queen's.

Appendix 1

Report of the Amalgamation Steering Committee

11 March 2010

Departments of German (Chinese, Linguistics, Japanese), Spanish and Italian

The members of the Amalgamation Steering Committee are as follows:

Petra Fachinger, Consuelo Kani, Margaret Maliszewska, Jan Mennell, David Pugh, Charlotte Reinholtz, Donato Santeramo, Jill Scott, Peter Thompson, (Chair) and Laurie Young

The Steering Committee has met four times since the end of January to discuss the three main areas with regards to amalgamation: Governance, Workload, and Curriculum. This report will consider each of these topics separately and will end with a brief overview.

Governance

The question of governance in a newly amalgamated department is of the utmost importance. *Equity in representation* and *trust* between the different disciplines is paramount. Therefore, the steering committee centered much of its time on this important and central element of amalgamation.

The following is an outline of the proposed amalgamated department's administrative body:

Department Head (3 or 5 year term)
Associate Head (3 or 5 year term)

Undergraduate Chair (3 year term)
--Undergraduate Committee: UG Chair, 4 Faculty Members & 2
Continuing Adjuncts (CA members on volunteer basis)

Graduate Coordinator (3 year term)⁴
--Graduate Committee: GC, 2 Faculty Members from German or other
discipline(s) involved in the graduate programme

Language Coordinators (3 year term; for 100 & 200 language courses, TAs and
TFs): Chinese, German, Italian, Japanese and Spanish

International Initiatives Committee

⁴ As Graduate Programmes in both Spanish and German have been suspended, a Graduate Coordinator will be appointed and will serve until all students have completed their studies.

--International Initiatives Committee: 3 members, UGC and GC

One of the main changes to the administrative body is the introduction of the position of *Associate Head*. This position will be held when at all possible by a member from a discipline different from that of the head. This position will allow for a more equitable representation within the amalgamated department. The question of time release/ salary for this new position is yet to be decided. In addition, while the Collective Agreement provides for a 5-year headship term, the committee would encourage the new unit to adopt the practice of a 3-year term for both the Head and Associate Head.

In addition, the *Undergraduate Committee* has had its numbers increased to ensure equal representation among the disciplines. Continuing Adjunct members of this committee would be volunteers.

Another new proposal is the creation of an *International Initiatives Committee*. This committee will have as its goal to foster better relations and collaborations with the International Programs Office, other like-minded departments as well as international and academic entities outside of Queen's.

It is understood that there will be *one budget* for the whole department.

Workload

The main concern with regards to workload is the 2 and 2 teaching load not presently shared by the two departments (please see the most recently printed Collective Agreement, section 42.3 for more precise information on compensation/ teaching load as it pertains specifically to Continuing Adjuncts). At this time, the Workload Committee of the Department of Spanish and Italian has met and has deemed that a workload of 2 and 2 is feasible. This request has been sent to Dr. Santeramo, who will be presenting it to the deans for their approval. The harmonization of the teaching workload is a prerequisite for this amalgamation.⁵

With regard to committee work, the make-up and selection/ election of the various committees will follow the rules set down by the Collective Agreement.

Curriculum

The curriculum for all disciplines will not be changed at this point. Further discussions and collaborations between the disciplines will be considered in the future when and if amalgamation takes place. There will be special consideration for collaborative courses to be taught in English of interest to the different disciplines within the amalgamated department and the university as a whole.

⁵ Since July 2010, the workload in the Department of Spanish and Italian has been consistent with that in the Department of German. Both Departments now operate under a 2 and 2 teaching load.

Overview

The discussions held by the Amalgamation Steering Committee have been productive and have shown a nascent spirit of collaboration and understanding between the two departments. This said, discussions concerning amalgamation will be ongoing. Much detailed work needs still to be done to iron out the particulars of amalgamation. In these times of great uncertainty within the university community, we hope that the goodwill shown during these meetings will continue regardless of the outcome of the amalgamation vote. Please note that the vote on amalgamation will take place prior to the end of term.

It must also be noted that *2 full-time administrative staff members* (one of whom should be able to speak German) need to remain in place in the event of amalgamation. Also the working title of the amalgamated unit will be the “Department of Spanish, German, Italian, Chinese and Japanese Studies and Linguistics.”⁶

⁶ The proposed name for the new unit is the “Department of Languages, Literatures, and Cultures” (see “Process” for discussion).

Appendix 2

Department of Languages, Literatures, and Cultures

January 2011

Calendar Description

Overview

The *Department of Languages, Literatures, and Cultures* is a multidisciplinary unit that offers students the opportunity to learn languages, develop an understanding of literary and cultural traditions, and pursue studies in the field of *Linguistics*. The Department offers language courses in *Chinese, German, Italian, Japanese* and *Spanish*, and Degree Plans in *German, Italian, Spanish, World Language Studies*, and *Linguistics*. Learning a language prepares students to travel, live, or work internationally and makes them more linguistically competent in Canada's multicultural environment. A degree focusing on *languages, literatures and cultures*, or *Linguistics* provides students with valuable transferable skills that are increasingly important in our global world. The Department encourages students in all our disciplines to participate in one of the many international study opportunities supported by Queen's.

Departmental Policies

Additional photocopying fees may be required for certain materials/ courses.
Academic integrity expectations: All written assignments for any course offered by the Department must be the student's own work. No outside help with writing, proofreading or correcting of assignments is allowed.

Advice to Students

Students with prior knowledge of a language they wish to study are advised to meet with the Undergraduate Chair to discuss their Degree Plan progress and course selection.

Courses and Degree Plans

The Department of Languages, Literatures, and Cultures offers a wide range of Degree Plans in the broad areas of languages, literatures and cultures, and linguistics as described below.

Languages, Literatures and Cultures

Queen's University offers students the opportunity to learn to communicate in some ten different languages, other than English. Within the Department of Languages, Literatures and Cultures, language courses are offered in *Chinese, German, Italian, Japanese* and *Spanish*. Language courses form a central part of all the Department's

Degree Plans (see below). Basic language courses are popular electives for students with little or no knowledge of these languages, but are also important starting points for the study of literature and culture, not to mention valuable background in *Linguistics* and many other disciplines available at Queen's, such as Global Development Studies, Political Studies, and Music.

The Department offers a wide selection of Degree Plans: **Major** (*German, Spanish*), **Medial** (*German, Italian, Spanish*) and **Minor/General** (*German, Italian Studies, Spanish, and Spanish, Latin American Studies, and World Language Studies* [which can also include *Arabic, French, Greek, Hebrew and Latin*]).

The Major and Medial Degree Plans, and their associated courses, will examine the influence of key social, historical, political and artistic developments, and sharpen their awareness of varied cultural traditions. In many cases, studies can be enhanced through study abroad and exchange opportunities.

In the Minor/ General Plans you will learn to communicate in one or more languages other than English and/ or receive an introduction to their literatures and cultures. The Plans prepare you for an international career, allow you to gain insights into literatures and cultures, and prepare you for a global future.

Linguistics

Linguistics is the scientific study of language, from the sounds of speech to the internal structure and meaning of words, phrases and sentences. Linguists (people who are specialists in Linguistics) investigate specific languages with a view to understanding the nature of language in general.

The Department offers foundation courses in the core areas of Formal Linguistics—Phonetics, Phonology, Morphology, Syntax and Semantics—as well as a wide selection of special interest courses in Linguistics. Students can choose from two Degree Plans in Linguistics: A *Major in Linguistics*, and a *Minor in Linguistics*.

First-Year Language Courses and Acceleration

While students may be permitted to take certain language courses concurrently, they will not be allowed to take for credit a language acquisition course with a number lower than that of a course already completed. To ensure that students are properly placed according to their levels of linguistic competence, they will be allowed to change to a more advanced or to a more elementary language course during the first few weeks of term. Students must in any case consult with their instructors before changes are made in registration so that proper placement and progression in course-work may be determined. Students who are unsure of their linguistic level should consult with the Undergraduate Chair.

Students who have little or no knowledge of another language and are interested in pursuing a Plan in that language are encouraged to accelerate their language training by taking two courses in either their first or second year. Students wishing to complete a Medial or Major Plan are strongly encouraged to take advantage of study abroad opportunities.

Students who have completed 4U or equivalent in their language of study will normally begin at the intermediate level while students with native or near-native language proficiency should begin at the advanced level. Students with any previous training in their language of study will not be allowed to take beginning language courses.

Special Study Opportunities

Exchange and Study Abroad Opportunities

Students in a Major or Medial Plan are encouraged to take advantage of the study abroad opportunities or spend their third year abroad. Those wishing to avail themselves of this opportunity should contact the Undergraduate Chair early in their second year of studies in order to discuss course selection and details of transfer credit arrangement. Resources are available in the department (pamphlets, travel awards) for students to browse.

Certificate of Competence (in a language listed below)

Students who are not registered in one of our Degree Plans but have taken certain courses in the language at Queen's are eligible for a Certificate of Competence in the language. Note that this is *not* a Senate-approved Certificate Program and therefore will not appear on the student's official transcript. The Certificate will be issued by the Department of Languages, Literatures and Cultures on behalf of the Faculty of Arts and Science. Applications for the Certificate should be received by the Department of Languages, Literatures and Cultures before the last day of classes. An administrative fee will be charged.

Chinese

INTERMEDIATE LEVEL 6.0 units from CHIN 100
6.0 units from CHIN 200
6.0 units from CHIN 300
With an overall GPA of 2.90 on these courses.

German

INTERMEDIATE LEVEL 6.0 units from GRMN 101/ 3.0 and GRMN 102/ 3.0
6.0 units from GRMN 201/ 3.0, GRMN 202/ 3.0 or GRMN
203/ 3.0
6.0 units from GRMN 308/ 3.0 and GRMN 309/ 3.0
With an overall GPA of 2.90 on these courses.

