

**Cyclical Program Review of Academic Programs in the Department of History  
One Year Progress Report on Implementation Plan**

Date: April 18, 2017

<b>Recommendation</b>	<b>Proposed Follow-up</b>	<b>Responsibility for Leading Follow-up</b>	<b>Timeline for Addressing Recommendation</b>	<b>Please indicate whether the implementation is on target and on time, and provide a brief description.</b>
<p>1. As noted by the review team, the Department of History has a unique undergraduate curriculum that requires students to take a substantial number of seminars. In their report, the review team describes the curriculum map as a "...buffet, rather than a highly organized meal". To ensure that the current mix of large introductory courses, several small seminar courses and a few small-size lecture courses is the optimal balance for achieving the programs' stated learning outcomes, the SCPRC recommends that the department complete a curriculum review of all of</p>	<p>A curriculum mapping of all courses to DLEs, LOs and other indicators of achievement</p>	<p>Chair, Department of History and associate dean (Arts and Science)</p>	<p>Dean of Arts and Science's <i>annual report</i> to the provost 2016</p>	<p>I have made an appointment to meet with Klodiana Kolomitro at CTL to review our programs. This should be complete by September.</p>

<p>its undergraduate programs in consultation with the Centre for Teaching and Learning. The aim of the review should be to create a comprehensive and cohesive curriculum plan that ensures all decisions made about course offerings, number of seminars, class size and modes of delivery are grounded in best practices in teaching and learning.</p>				
<p>2. The Department of History, in conjunction with the School of Graduate Studies, should review the descriptions and requirements associated with the identified fields of study to ensure that field names, descriptions and number align with the graduate program's strength and faculty expertise. If the department decides to delete a current graduate field and/or proposes to add a new graduate field, the Queen's University Quality</p>	<p>Initiate meeting with department chair and relevant associate dean, School of Graduate Studies</p>	<p>Chair, Department of History and associate dean (SGS)</p>	<p>Vice-Provost and Dean, School of Graduate Studies' <i>annual report</i> to the provost 2016</p>	<p>A review of our graduate fields is currently underway. Our Chair of Graduate Studies, Dr. Andrew Jainchill, has been discussing our fields with our Associate Dean at SGS and we hope to have completed the review by the Fall.</p>

Assurance processes ( <a href="#">QUQAP</a> ) must be followed.				
3. SCPRC shares students' concerns that letters of recommendation for graduate school applications are being provided by teaching fellows and do not hold the same weight as letters from regular members of faculty. Therefore, it is recommended that the department work with their relative associate dean(s) to provide a business case on how to provide undergraduate students with more access to regular tenured and tenured-track staff.	Initiate meeting with department chair and relevant associate dean (Arts and Science)	Chair, Department of History and associate dean (Arts and Science)	Dean of Arts and Science's <i>annual report</i> to the provost 2016	We took these concerns to heart while planning our course offerings from 2017-18, and have succeeded in reducing the number of courses taught by teaching fellows at the senior level. This was possible in large measure thanks to the success of our graduate students in winning fellowships (which enabled them to teach less); our success in shifting some of our teaching fellows to online courses; and the creation of new funding opportunities for graduate students as editorial assistants for the Journal of British Studies, which will be hosted in our Department for the next five years.

**Additional Notes:**

*Please note any additional issues affecting progress, if necessary.*