



## Quality Assurance Cyclical Program Review

Faculty of Science and Environmental Studies – Anthropology and  
Ge archaeology programs

### Executive Summary and Implementation Plan

April 2017

In accordance with the Lakehead University Institutional Quality Assurance Process (IQAP) and the Ontario Quality Assurance Framework (QAF), the Department of Anthropology, Faculty of Science and Environmental Studies, submitted a self-study (May 2013). Volume 1 presented the program descriptions and outcomes, an analytical assessment of their programs and program metrics including results from a student survey along with institutional information and statistical data. Volumes 2 and 3, respectively, provided a collection of the program course outlines and the CV's for each full-time member in the Department.

Two external reviewers and one internal reviewer, selected by the Senate Academic Quality Assurance Sub-committee (SAC-QA) from a set of proposed reviewers, examined the materials and completed a two-day site visit in October 2013. The site visit included meetings with the Provost and Vice-President (Academic), Deputy Provost, Dean of the Faculty of Science and Environmental Studies, Chairs of the Departments of Anthropology and Interdisciplinary Studies, the Ge archaeology Program Coordinator, Head of Collections (Library), full and part-time faculty members, teaching assistants, administrative assistant and Archaeology technician. The Review Team toured facilities including laboratories, the Centre for Northern Studies and the Learning Commons (Library), and met with current students and alumni from the program.

In their report, submitted November 2013, the Review Team provided feedback that describes how the undergraduate programs meet the IQAP and QAF evaluation criteria and are consistent with the University's mission and academic priorities. They reported that the admission standards, curriculum structure and delivery, and teaching and assessment methods are appropriate, reflect the current state of the discipline, and are effective in preparing graduates to meet defined outcomes and the University's Undergraduate Degree Level Expectations (DLE's). The Review Team highlighted the following:

- “The most telling indicator of student achievement is the frequency of students continuing on to graduate work and the quality of the work they are doing. Evidence on these indicators clearly puts the Anthropology Department at Lakehead University as a leader among Canadian universities in archaeological science.”
- “What clearly distinguishes this group is their passion for their field of study and their commitment to their students.”
- “It is impressive that many of the honours students are succeeding in publishing their research and making significant contributions to the discipline.”
- “Students gain an impressive experience in laboratory and field methods that prepare them both for graduate school and careers in cultural resource management (CRM) especially.”

The Review Team identified areas for curriculum improvement through a number of recommendations.

The Chair of the department, in consultation with the Dean of Science and Environmental Studies, submitted a response to the Reviewer’s Report (no date). Clarifications and corrections were presented followed by a response to each of the recommendations made by the Review Team.

A Final Assessment Report (FAR) has been prepared to provide a synthesis of the external evaluation and internal response to the recommendations. This report identifies the significant strengths of the programs, the opportunities for program improvement and enhancement, and sets out and prioritizes the recommendations that have been selected for implementation.

The Implementation Plan identifies who will be responsible for approving the recommendations set out in the FAR; who will be responsible for providing any resources made necessary by those recommendations; any changes in organization, policy or governance that will be necessary to meet the recommendations; who will be responsible for acting on those recommendations; and timelines for acting on and monitoring the implementation of those recommendations.

Programs covered by this cyclical review:

- Bachelor of Arts (Anthropology) (3 & 4yrs)
- Honours Bachelor of Arts (Anthropology)
- Bachelor of Science (Anthropology) (3 & 4yrs)
- Honours Bachelor of Science (Anthropology)
- Bachelor of Science (Geoarchaeology) (3 & 4yrs)
- Honours Bachelor of Science (Geoarchaeology)
- Minor in Anthropology
- Anthropology Concurrent Education programs:

- BA, BEd (Anthropology Major) P/J
- BA, BEd (Anthropology Major) J/I
- BA, BEd (Anthropology Major) I/S
- BSc, BEd (Anthropology Major) P/J
- BSc, BEd (Anthropology Major) J/I
- Honours BA, BEd (Anthropology Major) P/J
- Honours BA, BEd (Anthropology Major) J/I
- Honours BA, BEd (Anthropology Major) I/S
- Honours BSc, BEd (Anthropology Major) P/J
- Honours BSc, BEd (Anthropology Major) J/I
- Honours BSc, BEd (Anthropology Major) I/S

## Implementation Plan (Part A): Departmental Responsibilities

Recommendation	Proposed Follow-up	Responsibility*	Timeline
Summarize undergraduate curriculum changes to date	In order to align the curriculum review work underway at the time of the review with the recommendations of the Review Team, prepare a report that identifies the items that have been completed, those pending and those deemed unfeasible at this time. This report will be submitted to the Dean.	Chair of Anthropology	July 2017
Summarize resource changes to date	In order to align resource initiatives (including hiring) underway at the time of the review with the recommendations of the Review Team, prepare a report that identifies the items that have been completed, those pending and those deemed unfeasible at this time. This report will be submitted to the Dean.	Chair of Anthropology	July 2017
Prepare action plan for remaining curriculum and resource items	Action plan to be 3-5 years in length, prepared in collaboration with and submitted to the Dean.	Chair of Anthropology, members of the Department of Anthropology, Vice-Provost Institutional Analysis and Planning, Dean SES	Sept 2017

Establish a Master's Program in Archaeological Science	Complete steps in the IQAP to determine if a Masters program is feasible.	Chair of Anthropology, members of the Department of Anthropology, Vice-Provost Institutional Analysis and Planning, Dean SES	Sept 2017
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#### Implementation Plan (Part B): Decanal & Administration Responsibilities

Recommendation	Proposed Follow-up	Responsibility*	Timeline
Plan for resourcing of programming at the Orillia campus	As part of ongoing annual budget and planning cycle, consider implications for full- and part-time staffing.	Chair of Anthropology, Dean SES	Ongoing
Allocation of physical space	Prepare a report for the Provost identifying space requirements and proposal for achieving these goals.	Chair of Anthropology, Dean SES, Vice-President (Administration and Finance) or designate	Sept 2017

\*The Dean of the Faculty, in consultation with the Program Chair shall be responsible for monitoring the Implementation Plan. The details of progress made will be presented in the Deans' Annual Reports and filed in the Office of the Provost and Vice-President (Academic).