**LAKEHEAD UNIVERSITY**

Quality Assurance Cyclical Undergraduate and Graduate Program Review – Executive Summary and Implementation Plan
Department of History
Faculty of Social Sciences and Humanities
October 2019

**Programs covered by this cyclical review:**

- Honours Bachelor of Arts (History)
- Honours Bachelor of Arts (History and English)
- Honours Bachelor of Arts (History and French)
- Honours Bachelor of Arts (History and Philosophy)
- Honours Bachelor of Arts (History and Political Science)
- Honours Bachelor of Arts (History and Sociology)
- Honours Bachelor of Arts (History and Women's Studies)
- Bachelor of Arts (History) 4 years
- Bachelor of Arts (History)
- Bachelor of Arts (History)/Honours Bachelor of Outdoor Recreation
- Honours Bachelor of Arts (History), Bachelor of Education (Primary/Junior)
- Honours Bachelor of Arts (History), Bachelor of Education (Intermediate/Senior)
- Bachelor of Arts (History), Bachelor of Education (Primary/Junior)
- Bachelor of Arts (History), Bachelor of Education (Intermediate/Senior)
- Honours Bachelor of Arts (History and English), Bachelor of Education (Primary/Junior)
- Honours Bachelor of Arts (History and English), Bachelor of Education (Intermediate/Senior)
- Master of Arts in History

Additional Departmental academic offerings reflected-on by the Review Team during this cyclical review:

- Certificate in Public History
- Specialization in Public History
- Specialization in Military History
- Minor in History

**Executive Summary**

In accordance with the Lakehead University Institutional Quality Assurance Process (IQAP) and the Ontario Quality Assurance Framework (QAF), the Department of History submitted a self-study (March 2017). Volume I presented the undergraduate and graduate program descriptions and outcomes, an analytical assessment of the programs, and program information along with institutional information and statistical data. Volume II provided course syllabi. Volume III provided the CVs for 6 core faculty and 13 contract lecturers and adjunct professors contributing to the delivery of the programs.

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 April 2018. The site visit included meetings with the Provost and Vice-President (Academic), Deputy Provost, Acting Dean of Social Sciences and Humanities, the Chair of the Department, the Graduate Coordinator, all full-time, tenure-track faculty members (including faculty based at the Orillia campus), Associate Vice-President, Research and Graduate Studies, Manager of the Faculty of Graduate Studies, three contract lecturers, a group of four undergraduate students, a group of 11 graduate students, the University Librarian and University Archivist/Liaison Librarian for History, the Administrative Assistant for the Department and a large group of community stakeholders. The Review Team toured the Thunder Bay campus including classrooms (telepresence), offices, the Chancellor Paterson Library and the Teaching Commons.

In their report (May 11, 2018), the Review Team provided feedback that describes how the programs delivered by the Department of History meet the Quality Assurance Framework evaluation criteria and align with the University mission, strategic plan and academic plan. The Review Team notes that the History degree programs are of high quality and offer students a regionally connected and learner-centred experience supported by the creative and scholarly contributions of the three full-time faculty members and many highly qualified Contract Lecturers.

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 program outcomes and the University's Undergraduate Degree Level Expectations.

The Review Team noted several strengths of the History programs and summarized them as follows:

> "… a very impressive degree of community engagement, with numerous partners in the local heritage sector (e.g. museums, archives, libraries, military establishments, etc.), leading to experiential learning opportunities for students".

"…the sustained and impressive faculty research output, in conjunction with highly successful applications for external funding"

Responses to the Review Team were received from the Chair of the Department (October 2018), the Dean of the Faculty of Social Sciences and Humanities (April 2019) and the Dean of the Faculty Graduate Studies (April 2019).  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 program, 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.

## Implementation Plan (Part A): Program Responsibilities

| Implementation of the Recommendations | Proposed Follow-up | Responsibility* | Timeline |
|---|---|---|---|
| **1. Review graduate program offerings (i.e. the three streams) and determine if any adjustments can be made to reduce faculty workload.**<br><br>[Addresses Recommendation 1] | Establish a committee to consider the recommendation and develop a plan to address it; convene in October 2019 with a report to follow | Department Chair, Graduate Coordinator*, Dean FSSH, Dean FGS, and Members | June 2020 |
| **2. Increase number of cross-campus History course offerings**<br><br>[Addresses Recommendation 2] | Establish a committee to consider the recommendation and develop a plan to address it; convene by November 2019 with a report to follow | Department Chair* and Members, Orillia Program Coordinating Committee, Dean FSSH | June 2020 |
| **3. Consult with University Librarian to improve student and faculty access to resources on the Orillia campus**<br><br>[Addresses Recommendation 3] | Departmental Library Representative to work with Liaison Librarian to prepare a strategy for consideration by the Department | Departmental Library Representative* to work with Liaison Librarian | January 2020 |
| 4. **Ensure that graduate students are receiving funding in a timely way.**<br><br>[Addresses Recommendations 4] | Clarify pressure points and prepare a strategy for implementation | Graduate Coordinator*, Dean of FGS, Manager of FGS and Members | June 2020 |
| **5. Determine if the integrated approach to teaching historiography is preparing students for further study.** | Identify best practices for determining the answer to this, preferably as part of a broader assessment of the effectiveness of teaching and learning and proceed | Department Chair* and Members, Dean of SSH, Office of Institutional Planning and Analysis | October 2020 |

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| [Addresses Recommendation 5] | with developing a plan. | (should a survey be recommended) | |
| **6. Develop a more succinct departmental statement of specific undergraduate program level learning outcomes**<br><br>[Addresses Recommendation 6] | Establish a committee made up of internal and external members that can assist with this task. | Department Chair* and Members, Dean of SSH, Office of the Deputy Provost | September 2020 |
| **Note – the Department of History intends to develop its response to the new Academic Plan; several of these action items could be considered as part of that work.** | | | |

## Implementation Plan (Part B): Decanal & Administration Responsibilities

| Implementation of the Recommendations | Proposed Follow-up | Responsibility* | Timeline |
|---|---|---|---|
| **1. Plan for Departmental renewal.**<br><br>[Addresses Recommendation 8] | As part of ongoing Departmental Planning, and the annual budget cycle, develop strategy based on the Strategic and Academic Plans for additional faculty hire | Dean SSH*, Department Chair and Members | Annually |
| **2. Meet regularly with Department to monitor progress on the Implementation Plan*** | Report to the Provost and Vice-President (Academic) as part of the Annual Review process | Dean SSH* | Annually |

*indicates individual or office with responsibility

**Note - The Dean of the Faculty, in consultation with the Department 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).