

## **Graduate Program Quality Assurance (QA) Review: 2020-2021**

### **Campus Saint-Jean**

### **Excerpted Report**

#### **Graduate Program Review**

Programs: MA in Interdisciplinary Canadian Studies; MEd

Review Date: May 27, 2021

Reviewers: Peter Dorrington (Chair), Université de Saint-Boniface; Aline Germain-Rutherford, Université d'Ottawa; Rémi Léger, Simon Fraser University; Normand Boulé, FGSR, University of Alberta

#### **Program Strengths**

The Committee was impressed with the expertise, insights and commitment of those involved in these programs. The M.A. and the M.Ed. are both good programs bringing together fine professors and students. Because there are not many French-language masters programs in Western Canada, they are of importance that exceeds their modest number of enrollments. The programs do not require any significant overhaul in content or orientation. The Committee believes that the development of a doctoral program is a legitimate goal for a faculty within a U15 university. As the sole francophone doctoral program in Alberta, such a program could well have a significant academic and social impact.

## Teaching and Learning Environment

<i>Recommendations</i>	<i>Response by Campus Saint-Jean</i>	<i>Response by Faculty of Graduate Studies and Research (FGSR)</i>
That formal learning outcomes be established for all existing graduate programs.	The Comité des études supérieures (CES) will delve into this starting this academic year 2021-2022. The ADG (Associate Dean Graduate) will bring her own expertise working with FGSR on the doctoral learning outcomes to adapt and develop FSJ own graduate learning outcomes.	FGSR provides support tools and resources for the development of research-based program learning outcomes. <a href="https://www.ualberta.ca/graduate-studies/policies/resources-for-faculty-and-staff/learning-outcomes-and-quality-assurance.html">https://www.ualberta.ca/graduate-studies/policies/resources-for-faculty-and-staff/learning-outcomes-and-quality-assurance.html</a>
That the co-teaching of the two core courses of the M.A. program continue, given that the M.A. program brings together faculty and students from a variety of disciplines, and that faculty members teaching these courses receive the proper teaching credits.	The dean and vice-dean have proposed that courses below a certain threshold of enrollment students be turned into “independent study,” AND at the accumulation of three of these independent studies; professors will receive credit for a full course. NB. This does not include (independent studies with supervisor)	FGSR has some reservations should regularly scheduled and/or required course offerings be defaulted to independent study because an enrolment target threshold is not achieved. Independent study has impacts on student experience and content delivery in comparison to teaching the course in its approved format. Further, such an enrolment default has the potential to be negatively perceived on the student record if a larger proportion of courses taken are independent studies as opposed to established numbered courses. While FGSR understands the intent of enrolment thresholds, if they cannot be regularly met there are concerns about the programs’ sustainability.
That FSJ pursue the cross-listing of senior undergraduate and graduate courses, and that the recruitment of future FSJ B.A. graduates	Yes, we will keep doing this, and we will look into more courses to cross-list	FGSR strongly cautions an over-reliance on cross listed courses as it may preclude eligible undergraduate

<p>into the M.A. program constitute a strategic objective in the choice of senior undergraduate courses selected for crosslisting.</p>		<p>students from enrolling in graduate programs as they will have already taken the undergraduate section of a course making it an antirequisite for the graduate section.</p> <p>FGSR also flags for the programs the institutional requirement that cross-listed courses are to have distinct evaluative components and content for undergraduate and graduate sections so as to ensure graduate courses are at the graduate level.</p>
<p>That the two new courses that engage directly with Indigenous issues and perspectives be offered on a regular basis.</p>	<p>Our plan is to offer these two courses every other year: alternatively one course every other year. We will cross-list these courses with senior undergraduate courses</p>	
<p>That FSJ explore the possibility of developing accelerated streams that would serve to allow undergraduate students to transition seamlessly into the M.A. program.</p>	<p>CES and the admission team will look carefully considers this in consultation with FGSR.</p>	<p>FGSR is available to provide consultation on the recommended undergraduate to graduate program transition through the governance consultation and approvals pathways.</p> <p>FGSR is exploring the option for undergraduate students to take a limited number of graduate course credits in their fourth year to import into a future graduate program to 'accelerate' their progression. This is an effective strategy at peer institutions (e.g. UManitoba) and serves to establish a reliable pipeline</p>

		for talented undergraduates to move into the Faculty's graduate programs.
That FSJ continue to develop and expand the strong relationship that the graduate programs appear to have with Francophone and bilingual community partners with respect to experiential learning.	<p>We have already established a baseline; we will endeavor to keep this baseline updated.</p> <p>However, it is worth noting that the ADG was able to do this from a special grant to develop the Graduate certificate. In order to do this, we need staff to handle it and to liaise with the Francophone and bilingual community partners for experiential learning.</p>	
That the composition of the <i>Comité des études supérieures</i> be streamlined to include the Associate Dean of Arts and Science, the Associate Dean of Education, an appropriate number of faculty members, and a student representative from each graduate program, under the continued leadership of the Associate Dean, Graduate Studies.	CES will discuss the question of its composition in its next meeting. We will seek the advice of FGSR	FGSR is available to provide advice on the composition of the <i>Comité des études supérieures</i> .

### Student Experience

<i>Recommendations</i>	<i>Response by Campus Saint-Jean</i>	<i>Response by Faculty of Graduate Studies and Research (FGSR)</i>
That FSJ review the number and/or rotation of its own elective courses, and that it maximize access to elective courses through the <i>Consortium des établissements universitaires</i>	We are in a very good standing with the <i>Consortium des établissements universitaires de l'Ouest canadien</i> , we will aim to build other relationships with	

<p><i>de l'Ouest canadien</i> or other francophone universities, in order to better ensure that students can take the courses of their choice.</p>	<p>other Francophone universities, however, as per university/FGSR policy, we can't exceed a certain number of credit outside of CSJ/UA.</p> <p>For elective courses and for our planning purposes, courses will be offered at least every two years</p>	
<p>That FGSR implement a systematic process for collecting data on student applications and admissions, the provenance of students who apply and are admitted, and the reasons for withdrawal. In addition, that systematic exit questionnaires and alumni surveys be conducted.</p>	<p>The ADG and CES will propose a formal process to systematically collect data depending on budgeting and leadership.</p> <p>In the past, a grant from Alberta Education allowed us to carry out surveys.</p>	<p>These data are available from the University's Acorn system, and the data warehousing system provides data for all graduate programs. Graduate programs conduct their own student satisfaction and exit surveys. However, FGSR has also just implemented exit surveys for students who have and have not completed their programs. FGSR can consider inclusion of these application data in the annual enrolment report should FSJ find them useful.</p>
<p>That FSJ develop a more systematic, proactive and targeted domestic and international recruitment strategy, differentiated by student type, and based on solid data and evidence, in order to increase the number of applicants to the two masters programs.</p>	<p>A clear strategic process needs to be discussed and drafted with FGSR.</p> <p>FSJ will seek to hire a recruiter specialized in graduate education-pending budget adjustments.</p>	<p>FGSR is not directly involved in faculty recruitment for graduate programs; that is the purview of the disciplinary faculty to lead and plan for. With UAT, student recruitment for undergraduate and graduate will be centralized to the Registrar's office. FGSR recommends the ADG reach out to RO staff to inquire about future recruitment planning.</p>
<p>That FSJ make the recruitment of its own B.A. undergraduates a top recruitment priority for its M.A. program.</p>	<p>The ADG will work with individual professors so that they lead their students to consider pursuing their graduate education at FSJ.</p>	<p>Please see comments above regarding cross-listing undergraduate and graduate courses, and the potential impacts on internal recruitment.</p>

<p>That FSJ seek to at least double the number of enrollments in the M.Ed. over the course of the implementation of the action plan flowing from the present review, and focus its efforts on the recruitment of in-service teachers.</p>	<p>The enrollment in the course-based MEDU has plateaued for a few years now. The likelihood of an increase in enrollment is in the thesis-based MEDU.</p> <p>Nonetheless, FSJ will continue to give presentations to schoolboards across the province in order to invite in-service teachers to consider continuing their education.</p>	
<p>That FSJ work closely with Alberta school divisions to stimulate in-service teacher demand for the program.</p>	<p>In process</p>	
<p>That FSJ seek to optimize and increase online delivery of the M.Ed. program, while also taking full advantage of its access to online M.Ed. courses through the <i>Consortium des établissements universitaires de l'Ouest canadien</i>, in order to better reach and attract in-service teachers.</p>	<p>FSJ will endeavor to increase its online offerings.</p>	
<p>That FSJ explore the possibility of offering M.Ed. courses in a summer institute format, if it does not already do so.</p>	<p>We have planned for this in the summer of 2020, but the pandemic halted this process.</p> <p>We will plan for this once contact restrictions are lifted.</p>	

## Faculty and Supervision

<i>Recommendations</i>	<i>Response by Campus Saint-Jean</i>	<i>Response by Faculty of Graduate Studies and Research (FGSR)</i>
That FGSR work with the FSJ leadership team, namely the Dean and the Associate Dean, Graduate Studies, to enable FSJ faculty members to serve as primary supervisors in the faculty or department where they hold adjunct status.	This has to be resolved at the FGSR and other Faculties level.	FGSR is willing to play a strong advocacy role in support of this recommendation but it is entirely the purview of the disciplinary faculties as to how supervisory duties are structured given each department/faculty has its own supplementary regulations governing graduate student supervision.
That FGSR work with FSJ to produce professional development and ethics training opportunities in French.	We have translated all the PD development orientation and material in the summer of 2021.	FGSR has been making concerted efforts to have all requirement content available to FSJ graduate students in French. This remains a priority for FGSR and we are willing advocates to request more resources from the Provost's office in support of translation efforts. This is an EDI matter that FGSR takes seriously.

## Resources

<i>Recommendations</i>	<i>Response by Campus Saint-Jean</i>	<i>Response by Faculty of Graduate Studies and Research (FGSR)</i>
That FGSR consider how it can either a) offer more support in French to FSJ graduate	FSJ will consult with FGSR about this recommendation	Please see the preceding response.

<p>students or b) cover the costs of the additional personnel and resources required for FSJ to offer equitable levels of graduate services to its graduate students. This includes the costs associated with the translation of resources and/or the delivery of bilingual services.</p>		
<p>That FSJ explore the possibility of increasing graduate student access to teaching and research assistantships (TA and RA).</p>	<p>Because of our limited funding, FSJ is planning to request extra funding for teaching and research assistantships.</p>	
<p>That the <i>Graduate Program Manual</i> be carefully revised and updated, and made more user-friendly.</p>	<p>The first complete draft of the <i>Graduate Program Manual</i> has been completed. The next step will be a review by the governance person and a language editor.</p>	<p>The FGSR graduate program manual is currently being revised and wherever possible, information within it is being integrated into the University Calendar so that policy and procedure are collocated for ease of access to information.</p>

**Additional Notes from Department/Faculty/FGSR:**