EXECUTIVE SUMMARY
Evaluation of Undergraduate Programs
Faculty of Arts
Cycle: 2017-2018
Date: June 27, 2019

I.   EVALUATED PROGRAM

- Major in Medieval and Renaissance Studies (multidisciplinary)

II.   EVALUATION PROCESS (OUTLINE OF THE VISIT)

- The Final Assessment Report on the aforementioned program was based on the following documents: (a) the self-study brief; (b) the report produced by the two evaluators following their visit to the campus; and (c) comments from the Dean of the Faculty of Arts Kevin Kee and Program Coordinator Andrew Taylor with regard to the report cited in (b).

- The external reviewers met with Vice-Provost, Academic Affairs Aline Germain-Rutherford; the Director, Office of Quality Assurance Mawy Bouchard; the Dean of the Faculty of Arts Kevin Kee; the former Vice-Dean, Programs Sylvie Lamoureux; Program Coordinator Andrew Taylor; several members of the current and past full-time teaching staff; and the administrator at the Department of History responsible for assisting with the program (Manon Bouladier). They also met with several students and received written communication from a part-time instructor.

III.   SUMMARY OF REPORTS ON THE QUALITY OF PROGRAMS

> This section aims to inform the unit of the strengths and challenges observed during the evaluation process so that it can better identify opportunities for program improvement.

1.   EMPHASIZING STRENGTHS AND IDENTIFYING CHALLENGES

Strengths

- The program provides an important opportunity for interdisciplinary and multidisciplinary studies
- The program fosters the bilingual mission of the University and offers a unique perspective on two scholarly traditions
- The program provides students with a solid foundation to pursue graduate studies
- The program is flexible and allows students to choose the areas they wish to focus on
- The program covers a wide range of topics and issues through courses whose content is updated on an ongoing basis
- The program provides a dynamic space for interdepartmental discourse and is internationally oriented

- The program boasts many highly committed professors from the Faculty of Arts whose expertise and research ensure the ongoing renewal of the program and expand its outreach

Challenges

- Curriculum coherence
- Clarity and specificity of learning objectives
- Maintenance and reinforcement of culture of bilingualism
- Limited course offerings, especially in French
- Low enrolment in the French program, which compromises the bilingual culture
- Fragility of the governance structure, which relies too heavily on engagement of professors whose primary responsibilities are in their own departments
- Lack of support for students in terms of their educational experience
- Lack of a space dedicated to the program and the student association. Such a space would foster the development of identity based on interdisciplinarity and specific interests
- Limited student identification with the program and cohort

IV. PROGRAM IMPROVEMENTS

> The program under evaluation meets the standards of the discipline. The following recommendations aim at maintaining or increasing the level of quality already achieved by the program.

PROGRAM OBJECTIVES, LEARNING OUTCOMES, MANDATE, AND UNIVERSITY PLAN

Recommendation 1: The CEUP recommends that program officials clarify the program's learning objectives and outcomes in order to highlight the specific contribution of Medieval and Renaissance Studies to students' general education.

Recommendation 2: The CEUP recommends that program officials examine the profile of prospective students for the program and consider the possibility of dividing the existing program into two sections (general and specialized).

Recommendation 3: The CEUP recommends that program officials consider new academic strategies to recruit Francophone students.

CURRICULUM AND STRUCTURE

Recommendation 4: The CEUP recommends that program officials analyze the curriculum and structure to make them more coherent.

Recommendation 5: The CEUP recommends that program officials review the description for the three MDV courses in the program to align them with the updated learning objectives and outcomes.

Recommendation 6:   The CEUP recommends that the program committee consider making Latin language a requirement only for students looking to pursue graduate studies.

TEACHING AND EVALUATION

Recommendation 7: The CEUP recommends that program officials continue their initiatives to diversify their teaching and evaluation methods and to expose students to venues in the National

Capital Region (e.g., archives, museums, libraries) that provide access to sources and knowledge relevant to the program.

Recommendation 8: The CEUP recommends that instructors consider new evaluation methods, including methods that could contribute to students' professional development.

STUDENT EXPERIENCE AND GOVERNANCE

Recommendation 9: The CEUP recommends that strategies be implemented to strengthen student identification with the program, for example by studying the possibility of designating one or more spaces for students and professors in the program.

PHYSICAL SPACES AND RESOURCES

Recommendation 10: The CEUP recommends that program officials reconsider program governance and coordination to maximize the program vision and multidisciplinary competencies.

Recommendation 11: The CEUP recommends that program officials and the Faculty jointly consider ways in which the Medieval and Renaissance Studies program can be linked to future initiatives promoting its inter-, trans- and multidisciplinary nature.

V. LIST OF COURSES NOT OFFERED FOR MORE THAN THREE YEARS AND REASONS

All of the courses have been offered at least once in the past three years.

VI. CONCLUSION

The Major in Medieval and Renaissance Studies is a high-quality and uniquely bilingual program that provides students with in-depth exposure to Medieval and Renaissance studies. The program also contributes to the University's diversity and mission through its course offerings in French and its bilingualism standards. The program is faced with challenges in terms of enrolment and limited resources. Since its creation, the program has enjoyed the continuous engagement and dedication of its faculty members, who have demonstrated initiative and creativity, for example by developing international projects and by leading numerous workshops for students. The improvements proposed in this report are consistent with efforts made by program officials to increase student and faculty numbers and to maintain the distinctive qualities of the program, in conjunction with the bilingual nature of the curriculum and the access it provides to courses in English and in French.

Although the program was shown to have a number of strengths, quantifiable aspects are the main concern driving the actions to be taken before the next evaluation. Until those concerned make decisions and problems are resolved, the program will have to meet students' immediate expectations. More effective communication and more frequent opportunities for interaction among students could enable program officials to mitigate dissatisfaction among some students by strengthening student and faculty identification with the program and by creating new opportunities for dialogue and collaboration regarding the future development of the program.

Schedule and timelines

A meeting will be organized with the program chair, the Faculty dean and vice-dean following the reception of the Final Assessment Report so that a plan of action can be put in place along with deadlines particular to each recommendation. A progress report that outlines the completed actions and subsequent results will be submitted to the Committee on the Evaluation of Undergraduate Programs on a date agreed upon at the time of the meeting regarding the action plan.

The next cyclical review will take place in no more than eight years, in 2025-2026. The self-study brief must be submitted no later than June 2025.

ACTION PLAN

Faculté / Faculty: Arts

Département / Department: Études médiévales et de la Renaissance / Medieval and Renaissance Studies

Programme(s) évalué(s) / Program(s) evaluated: Majeure en études médiévales et de la Renaissance (pluridisciplinaire) / Major in Medieval and Renaissance Studies (multidisciplinary)

Cycle d'évaluation / Cyclical review period: 2017–2018

Date: June 28, 2019

FOCUS AREA 1: OBJECTIVES						
Recommendation 1: The SCEUP recommends that program officials clarify the program's learning objectives and outcomes in order to highlight the specific contribution of Medieval and Renaissance Studies to students' general education.						
Define the actions to undertake	**Priority Level***	**Assigned Person or Persons**	**Deadline to Attain the Objective**	**Expected Results**	**Implementation Indicators**	**Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.**
Promote learning objectives of the program internally (program participants) and externally (University catalogue and MDV sector webpage).	2	MDV Committee	Fall 2021	Better understanding of the specific nature of the program.	New description in catalogue and on program webpage	*To be completed by the Evaluation Committee when reviewing the progress report*

* PRIORITY LEVEL: 1. URGENT-IMMEDIATE ACTION REQUIRED 2. IMPORTANT-ACTION REQUIRED WITHIN 18 MONTHS MAXIMUM 3. ADVISED: DEVELOPMENT AND STRATEGY-
ACTION TO BE DISCUSSED AND IMPLEMENTED BY MID-CYCLE (WITHIN FOUR YEARS)

FOCUS AREA 1: OBJECTIVES						
Recommendation 2: The SCEUP recommends that program officials analyze the profile of prospective students interested in the program and consider the possibility of dividing the existing program into two sections (general and specialized).						
Define the actions to undertake	**Priority Level***	**Assigned Person or Persons**	**Deadline to Attain the Objective**	**Expected Results**	**Implementation Indicators**	**Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.**
Review by Coordinating Committee. Student survey	3	MDV Committee	Winter 2022	Rationale for two existing components and student responses	Coordinating Committee annual report	*To be completed by the Evaluation Committee when reviewing the progress report*

* PRIORITY LEVEL: 1. URGENT-Immediate action required 2. IMPORTANT-Action required within 18 months maximum 3. ADVISED: DEVELOPMENT AND STRATEGY-
Action to be discussed and implemented by mid-cycle (within four years)   3

FOCUS AREA 1: OBJECTIVES

Recommendation 3: The SCEUP recommends that program officials consider new academic strategies for recruiting Francophone students.

Define the actions to undertake	Priority Level*	Assigned Person or Persons	Deadline to Attain the Objective	Expected Results	Implementation Indicators	Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.
Develop activities for Francophone students (mini-courses, promotional videos)	2	MDV Committee	June 2022	Increase number of Francophone students in the program	Number of Francophone students in the program	*To be completed by the Evaluation Committee when reviewing the progress report*

* PRIORITY LEVEL: 1. URGENT-IMMEDIATE ACTION REQUIRED 2. IMPORTANT-ACTION REQUIRED WITHIN 18 MONTHS MAXIMUM 3. ADVISED: DEVELOPMENT AND STRATEGY-
ACTION TO BE DISCUSSED AND IMPLEMENTED BY MID-CYCLE (WITHIN FOUR YEARS)   4

FOCUS AREA 2: CURRICULUM AND STRUCTURE						
Recommendation 4: The SCEUP recommends that program officials analyze the curriculum and its structure to make them more coherent.						
Define the actions to undertake	**Priority Level***	**Assigned Person or Persons**	**Deadline to Attain the Objective**	**Expected Results**	**Implementation Indicators**	**Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.**
Updating and publishing curriculum and structure	2	MDV Committee	December 2021	Clarification of progress in program; post learning objectives online	New descriptions on program webpage	*To be completed by the Evaluation Committee when reviewing the progress report*

* PRIORITY LEVEL: 1. URGENT-IMMEDIATE ACTION REQUIRED 2. IMPORTANT-ACTION REQUIRED WITHIN 18 MONTHS MAXIMUM 3. ADVISED: DEVELOPMENT AND STRATEGY-ACTION TO BE DISCUSSED AND IMPLEMENTED BY MID-CYCLE (WITHIN FOUR YEARS)

FOCUS AREA 2: CURRICULUM AND STRUCTURE						
Recommendation 5: The SCEUP recommends that program officials review the description of the three MDV courses in the program to align them with the updated learning objectives and outcomes.						
Define the actions to undertake	**Priority Level***	**Assigned Person or Persons**	**Deadline to Attain the Objective**	**Expected Results**	**Implementation Indicators**	**Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.**
Reform 2000-level courses	1	MDV Committee	June 2021	Standardize the courses and learning objectives around three subject areas likely to be repeated	Offer courses in rotation and alternate languages (cycle ending in 2024)	*To be completed by the Evaluation Committee when reviewing the progress report*

* PRIORITY LEVEL: 1. URGENT-IMMEDIATE ACTION REQUIRED 2. IMPORTANT-ACTION REQUIRED WITHIN 18 MONTHS MAXIMUM 3. ADVISED: DEVELOPMENT AND STRATEGY-ACTION TO BE DISCUSSED AND IMPLEMENTED BY MID-CYCLE (WITHIN FOUR YEARS)

FOCUS AREA 2: CURRICULUM AND STRUCTURE						
Recommendation 6: The SCEUP recommends that the program committee consider making the Latin language a requirement only for students looking to pursue graduate studies.						
Define the actions to undertake	Priority Level*	Assigned Person or Persons	Deadline to Attain the Objective	Expected Results	Implementation Indicators	Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.
Discussion in MDV sector	3	MDV Committee	June 2022	Rationale for keeping Latin in the curriculum		*To be completed by the Evaluation Committee when reviewing the progress report*

FOCUS AREA 3: TEACHING AND EVALUATION

Recommendation 7: The SCEUP recommends that program officials continue their initiatives to diversify their teaching and evaluation methods and to expose students to venues in the National Capital Region (e.g., archives, museums, libraries) that provide access to sources and knowledge relevant to the program.

Define the actions to undertake	Priority Level*	Assigned Person or Persons	Deadline to Attain the Objective	Expected Results	Implementation Indicators	Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.
Review the format of MDV2000 courses	2	MDV Committee	June 2021	Create a suggested template for instructors, with each course including four to five practical workshops (e.g., paleography, virtual museum) and four to five lectures by guest professors	Course outlines of various versions of MDV 2000 courses	*To be completed by the Evaluation Committee when reviewing the progress report*

FOCUS AREA 3: TEACHING AND EVALUATION

Recommendation 8: The SCEUP recommends that instructors consider new evaluation methods, including methods that could contribute to students' professional development.

Define the actions to undertake	Priority Level*	Assigned Person or Persons	Deadline to Attain the Objective	Expected Results	Implementation Indicators	Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.
Review the format of MDV 2000 courses	2	MDV Committee	June 2021	Create a suggested template for instructors, with each course including four to five practical workshops (e.g., paleography, virtual museum) and four to five lectures by guest professors	Course outlines of various versions of MDV 2000 courses	*To be completed by the Evaluation Committee when reviewing the progress report*

FOCUS AREA 4: STUDENT EXPERIENCE AND GOVERNANCE

Recommendation 9: The SCEUP recommends that strategies be implemented to strengthen student identification with the program, for example by studying the possibility of designating one or more spaces for students and professors in the program.

Define the actions to undertake	Priority Level*	Assigned Person or Persons	Deadline to Attain the Objective	Expected Results	Implementation Indicators	Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.
Make the program more visible and strengthen identification with the program	3	MDV Committee and Office of the Dean	2023	Designate a room for the program; host ad hoc activities for participants (e.g., lectures, meetings).	Room identified Activity calendar	*To be completed by the Evaluation Committee when reviewing the progress report*

* PRIORITY LEVEL: 1. URGENT-Immediate action required 2. IMPORTANT-Action required within 18 months maximum 3. ADVISED: DEVELOPMENT AND STRATEGY-ACTION TO BE DISCUSSED AND IMPLEMENTED BY MID-CYCLE (WITHIN FOUR YEARS)

FOCUS AREA 5: SPACE AND RESOURCES						
Recommendation 10: The SCEUP recommends that program officials reconsider the governance and coordination of the program in order to capitalize on the vision and multidisciplinary competencies.						
Define the actions to undertake	**Priority Level***	**Assigned Person or Persons**	**Deadline to Attain the Objective**	**Expected Results**	**Implementation Indicators**	**Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.**
Ensure that a range of representatives of the discipline continue to sit on the Coordinating Committee; consult the Committee regularly	3	MDV Committee	June 2021	Regular meetings of Coordinating Committee; consultation at general assembly	Minutes of Committee and general assembly meetings	*To be completed by the Evaluation Committee when reviewing the progress report*

* PRIORITY LEVEL: 1. URGENT-IMMEDIATE ACTION REQUIRED 2. IMPORTANT-ACTION REQUIRED WITHIN 18 MONTHS MAXIMUM 3. ADVISED: DEVELOPMENT AND STRATEGY-ACTION TO BE DISCUSSED AND IMPLEMENTED BY MID-CYCLE (WITHIN FOUR YEARS)

FOCUS AREA 5: SPACE AND RESOURCES						

Recommendation 11: The SCEUP recommends that program officials and the Faculty consider ways in which the Medieval and Renaissance Studies program can participate in future initiatives to promote its inter-, trans- and multidisciplinary nature.

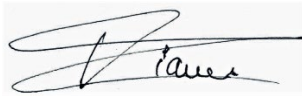| Define the actions to undertake	Priority Level*	Assigned Person or Persons	Deadline to Attain the Objective	Expected Results	Implementation Indicators	Progress on the actions taken: accomplished, to be sustained, to be continued, to be developed.
Discussions with the Office of the Dean to showcase the value of multidisciplinary programs	3	MDV Committee	2023	Greater visibility for MDV program	Program involvement in Faculty initiatives to be specified	*To be completed by the Evaluation Committee when reviewing the progress report*

Faculté / Faculty: Arts

Programme(s) évalué(s) / Program(s) evaluated : Majeure en études médiévales et de la Renaissance (pluridisciplinaire) / Major in Medieval and Renaissance Studies (multidisciplinary)

Evaluation period: 2017–2018

Program / Department Lead: Kouky Fianu

July 26, 2021

_____   _____
Signature   Date

Dean of the Faculty:

_____   ____August 5, 2021_____ _____
Signature   Date