

FINAL ASSESSMENT REPORT
Evaluation of Graduate Programs
Saint Paul University
Faculty of Canon Law
Cycle: 2019–2020
Date: 2021-04-21

I. Programs

- Master of Canon Law (MCL)
- Doctorate in Philosophy Canon Law (PhD)
- Graduate Diploma in Canon Law (GDCL)
- Graduate Diploma in Canonical Practice (GDGP)
- Graduate Diploma in Ecclesiastical Administration (GDEA)

II. Evaluation Process (Outline of the visit)

- The Final Assessment Report for the evaluation of the aforementioned program(s) was based on the following documents: (a) the self-study brief produced by the academic unit, (b) the two reports produced by the external evaluators following their site visit, and (c) the comments from the Dean, Monsignor John Anthony Renken, and the Director of the program, Chad Glendinning, on the aforementioned documents.
- The site visit, which took place on November 19 and 20, 2020, was conducted by Pierre Noël, Université de Sherbrooke, and Reverend James J. Conn, Pontifical North American College.
- The visit was conducted virtually due to the SARS-CoV-2 pandemic. The reviewers were provided a comprehensive self-study brief that had been previously presented and discussed at the Faculty Council prior to revision effective June 5, 2019. The virtual visit included Andrea Spatafora from the Faculty of Theology, Saint Paul University, as internal delegate.
- During the site visit, the external evaluators met with Vice-Provost, Graduate and Postdoctoral Studies, University of Ottawa, Claire Turenne-Sjolander, and from Saint Paul University: the Rector, Chantal Beauvais, the Vice-Rector, Academic and Research, Jean-Marc Barrette, the Dean of the Faculty of Canon Law, John Renken, the Vice-Dean and Program Director, Chad Glendinning, the chief librarian, members of the support staff, regular and part-time professors and graduate students.

Comments from the Internal Delegate

- "As internal delegate I participated in five Zoom meetings which the external evaluators conducted with members of the administration of Saint Paul University, faculty, administrative personnel, students and the Faculty executive.
- The evaluators had positive exchanges with faculty and administrators. The evaluators were particularly impressed by their conversation with the students who expressed their high appreciation for the program but also provided constructive suggestions for improvements, notably with regard to the online delivery. The discussion with the Faculty executive centred on the need to hire another full-time professor.

- As experts in the field of Canon Law convinced of its importance for the Catholic Church, the external evaluators were astounded to hear the Rector of Saint Paul University, Dr. Beauvais, express worries about the long-term viability of Canon Law."

III. Summary of Reports on the Quality of Programs¹

This section aims to inform the unit on the strengths and weaknesses observed during the evaluation process in order to improve its programs.

1. EMPHASIZING THE STRENGTHS AND IDENTIFYING CHALLENGES

Strengths

- Unquestionably a major player, as far as the English-speaking world is concerned, with very few competitors, other than the Catholic University of America. Unique Ph.D. and Master programs in Canada.
- High international reputation, including a partnership with Broken Bay Institute – The Australian Institute of Theological Education, in Australia.
- Distance learning and flexible curriculum using synchronous and asynchronous teaching, which enables opportunities for international student recruitment and a diverse student body.
- Dynamic research outreach, with the Centre for Canonical Services; refereed Journals; Centre for Safeguarding Minors and Vulnerable Persons.
- The professional nature of the Master of Canon Law degree. Its canonists are operational in their duties on Day 1 of their assignment.

Challenges

- Originality and strengths of the programs are not strongly enough emphasized.
- French programs are suspended indefinitely, and bilingualism is a weak point.
- Despite being a crucial characteristic attracting students, distance learning is also an area for significant improvement.
- Recruitment and admission standards for the doctoral program need to be developed and clarified.
- Communications with students and within the university need to be improved.

Sections 2-6 provide the context and rationale for the subsequent recommendations

2. PROGRAM OBJECTIVES

- Program objectives and the learning outcomes are clearly presented.
- The programs respond to community needs, as evidenced by the fact that many dioceses send candidates to train their church personnel.
- One of the two reviewers felt that it is somewhat difficult to situate Canon Law in the University's strategic plan.
- Some syllabi include precise learning outcomes, whereas others do not. This inconsistency should be rectified.

¹ Based on every document prepared during the assessment process, in many cases the information is extracted verbatim. Given that the reviewers were on time zones with 6 hours difference, each review produce its own report.

3. CURRICULUM AND STRUCTURE

- The structure of the master's program is traditional in that it is mostly structured according to the various sections of the Code of Canon Law, which is like what is found in the canonical programs at most institutions.
- The structure of the doctoral program is very classical, so that it is difficult to draw any originality or strong distinctive feature. The academic unit is encouraged to better emphasize its unique strengths.
- Considering the importance of ecclesiology and sacramental theology in understanding the Code of Canon Law, the reviewers wonder if the 18-credit admission requirement is sufficient.
- The practicum and other practical courses allow the future canonist to experience their anticipated functions in an ecclesiastical organization. The research seminar gives rise to scientific productions thus allowing the student to develop interpretive skills in canon law, learning to approach the law according to a legal methodology and in its possible variety of interpretations.
- There might be gaps outside the Code of Canon Law. Namely, the academic unit should explore the possibility of adding a course in comparative ecclesiastical law, a course in religious law, as well as a course on the civil aspects of the Code of Canon Law.

4. TEACHING, LEARNING AND EVALUATION METHODS

- The analysis of course outlines and discussion with faculty indicate a concern for developing professional skills through course delivery, pedagogy, and teaching.
- In terms of evaluations, of the course outlines reviewed, 50% of them limit the evaluations to a median evaluation of 50% and a final evaluation of 50%. The program should explore a diversification of evaluation modes.
- The discussion with support staff highlighted the potential of the Centre for Canonical Services to benefit the training of students. Indeed, since the Centre carries out canonical mandates for dioceses or religious communities, it was suggested that students be more involved in these mandates. This is a widespread practice in business schools, for example, students carry out mandates in organizations under the supervision of professors.

5. STUDENT EXPERIENCE AND GOVERNANCE

- The self-evaluation report indicates high student satisfaction. However, there are some exceptions. Indeed, there appear to have been communication deficits in recent years that have disadvantaged students in these programs. Some students raised the issue that feedback in coaching took too long. An important part of the supervision is done through e-mail exchange. Distance students have asked that ways be found to allow them to meet at a distance.
- At the beginning of their distance learning course, students have no idea of how their studies will proceed, how to use the technological tools and various resources. Accordingly, the unit should explore developing preparatory activities.

6. PHYSICAL SPACES AND RESOURCES

- The challenge of having enough professors qualified to supervise dissertations and doctorates was raised during the external evaluation. It may be useful to examine the doctoral program to determine whether it would be beneficial to restrict the number of students.
- The study environment offered by Saint Paul University is unique and exemplary. The reputation of the library is widely known. It is without doubt one of the largest religious studies libraries in North America.

- The report that was produced over a year ago noted significant communication problems with canon law students, but the faculty leadership reports tremendous improvements since the hiring of a new Registrar.

IV. Program Improvement²

The programs under evaluation are in conformity with the standards of the discipline. The following recommendations aim at maintaining or increasing the level of quality already achieved by the programs.

Curriculum and Structure

Recommendation 1: GPEC recommends that the unit study the graduate course sequence to clarify which courses are compulsory and to explore the possibility of arranging courses into modules.

Recommendation 2: GPEC recommends that the unit periodically review the feasibility of offering courses or programs for Francophone students and periodically consider the possibility of partnerships with other canon law faculties.

Recommendation 3: GPEC recommends that the unit review the structure of the three graduate diploma curricula to study the advantages and disadvantages of course overlaps.

Recommendation 4: GPEC recommends that the unit consider ways to enhance practice-based student training, such as doing the Field Practicum through the affiliated centres (the Centre for Canonical Services and the Centre for Safeguarding Minors and Vulnerable Persons).

Teaching, Learning and Evaluation Methods

Recommendation 5: GPEC recommends that the unit revise the course syllabi to ensure standardization of essential elements in the Program Learning Outcomes and to develop detailed learning outcomes for each course that align with the overall Program Learning Outcomes.

Recommendation 6: GPEC recommends that the unit develop a comprehensive orientation session for professors and staff.

Recommendation 7: GPEC recommends that the unit provide ongoing training for professors and students for online course delivery and the use of technology in the classroom.

Student Experience and Governance

Recommendation 8: GPEC recommends that the unit develop and host a comprehensive orientation session for incoming students, including those studying remotely.

Recommendation 9: GPEC recommends that the unit develop more selective and precise admission criteria for doctoral students.

Recommendation 10: GPEC recommends that the unit review the admission requirements to support an increase in cohorts for the graduate diplomas.

Physical Spaces and Resources

Recommendation 11: GPEC recommends that the unit should implement and continue to evaluate the comprehensive communication and recruitment plan for increasing enrollment, which was devised in fall 2020, and collaborate with appropriate university services to achieve the objectives of that plan.

² Partially based on the External Evaluators Report.

Recommendation 12: GPEC recommends that the unit develop a detailed job posting for professorial vacancies for approval by the university administration.

Recommendation 13: GPEC recommends that the unit continue to strengthen communications both within and outside the university to highlight faculty research, the vitality of the discipline, and the unit's community engagement.

V. List of courses not offered for more than three years and the reasons

All compulsory courses have been offered at least once in the last three years. Several optional courses have not been offered recently, including:

- DCA 5304 Comparative Particular Law
- DCA 6315 Liturgical Law outside the Code
- DCA 6316 The Laity and the Power of Governance in the Church
- DCA 6396 Special Topics in Canon Law I
- DCA 6397 Special Topics in Canon Law II
- DCA 6398 Special Topics in Canon Law III

Optional courses are offered on a variety of subjects each year. Typically, these optional courses take the form of "Special Problems in Canon Law" and are offered under the following course codes: DCA 6363; DCA 6364; DCA 6365; DCA 6366; and DCA 6367.

VI. Conclusion

Unquestionably, Saint Paul University's Faculty of Canon Law is a major player, as far as the English-speaking world is concerned, with very few competitors, other than the Catholic University of America. The Masters and Ph.D. programs are unique in Canada, and the Faculty of Canon Law has an excellent international reputation. Suggestions for improvement are largely constructive in nature, that is the comments focused on improving an already successful program, rather than indicating that fundamental changes are required.

In light of this positive assessment, the committee members would like to thank all participants for the evaluation of the programs. They congratulate the unit on the rigour of the work accomplished and on the quality of the self-study report, as well as that of the report produced by the external reviewers.

Schedule and Timelines

A meeting will be organized with the Vice-Rector, Academic and Research, 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 evaluation committee 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 2026-2027. The self-study brief must be submitted no later than June 2026.

Unit Response to the External Review Report and Action Plan

Faculty: Canon Law

Department: N/A

Programs evaluated:

- Doctorate in Philosophy Canon Law (Ph.D.) / Doctorat en philosophie Droit canonique (Ph.D.)
- Master of Canon Law (MCL) / Maîtrise en droit canonique (MDC);
- Graduate Diploma in Canon Law (GDCL) / Diplôme d'études supérieures en droit canonique (DÉSDC);
- Graduate Diploma in Canonical Practice (GDGP) / Diplôme d'études supérieures en pratique canonique (DÉSPC);
- Graduate Diploma in Ecclesiastical Administration (GDEA) / Diplôme d'études supérieures en administration ecclésiastique (DÉSAE)

Cyclical review period: 2019-2020

Date: 31 January 2022

Note: The final version of this document will be submitted to the Senate, as well as the Quality Assurance Council, and will be published on the University Web site.

General comments:

On 23 December 2021, the Faculty of Canon Law was made aware of the External Review Report produced in the context of the cyclical program evaluation. We were extremely pleased with the positive evaluation of our graduate programs. Given that the Faculty of Canon Law is committed to providing an outstanding training and research experience, we were gratified to see that the final report acknowledges the faculty's "excellent international reputation." Furthermore, the recommendations are "largely constructive in nature, focused on "improving an already successful program." The report makes thirteen recommendations, of which five are considered high priority. We take all of the recommendations seriously and feel confident that by addressing them, our graduate programs will be even stronger. The recommendations and our response are included below.

Recommendation 1: GPEC recommends that the unit study the graduate course sequence to clarify which courses are compulsory and to explore the possibility of arranging courses into modules.

Unit response: A comprehensive review of the MCL program will be undertaken, in conjunction with a review of the JCL program, to define more clearly the compulsory courses, course sequence, and the possibility of arranging courses into modules, as recommended.

This will occur alongside the review of the admission and program requirements of the graduate diplomas offered by the faculty: GDCL, GDEA, GDGP (see recommendation 3 below). This is due to existing course overlaps. Changes to the MCL course sequence may impact the faculty’s graduate diploma offerings, and vice versa.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
3	After review, the introduction of revised course sequence and program modifications. This needs to occur in tandem with any changes proposed to the ecclesiastical JCL program.	Executive Committee, Faculty of Canon Law	September 2024	Potentially

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 2: GPEC recommends that the unit periodically review the feasibility of offering courses or programs for Francophone students and periodically consider the possibility of partnerships with other canon law faculties.

Unit response: With the exception of the Ph.D. program, program offerings in French have been suspended indefinitely due to low enrolment. This decision will be reviewed periodically, with the agreement of the university administration, to determine the feasibility of offering courses or programs for French-speaking students. In 2022-2023, efforts will be made to attract a sufficient cohort of students for the Microprogramme d'études supérieures en protection des mineurs et des personnes vulnérables and the Diplôme d'études supérieures en administration ecclésiastique (DÉSAE).

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
1	With sufficient enrolment, and in conjunction with the Diplôme d'études supérieures en administration ecclésiastique (DÉSAE), the Microprogramme d'études supérieures en protection des mineurs et des personnes vulnérables will be offered in 2022-2023. This will require five graduate-level courses to be offered in French.	Executive Committee, Faculty of Canon Law; Director, Centre for Safeguarding Minors and Vulnerable Persons	September 2022	Not anticipated
3	Ongoing review of the feasibility of offering courses and programs for French-speaking students.	Executive Committee, Faculty of Canon Law	September 2023, and ongoing	Not anticipated

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 3: GPEC recommends that the unit review the structure of the three graduate diploma curricula to study the advantages and disadvantages of course overlaps.

Unit response: The admission and program requirements for each of the three graduate diplomas (GDCL, GDEA, GDCP) will be reviewed and evaluated. As part of this review, the advantages and disadvantages of course overlaps will be examined. It may be necessary to introduce modifications to differentiate the programs and learning objectives. In view of recommendation 10 below, the admission requirements for the graduate diplomas will also be reviewed and evaluated.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
3	Undertake a comprehensive review of the admission and program requirements of the graduate diplomas offered by the faculty (GDCL, GDEA, GDCP)	Executive Committee, Faculty of Canon Law	September 2024	Potentially

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 4: GPEC recommends that the unit consider ways to enhance practice-based student training, such as doing the Field Practicum through the affiliated centres (the Centre for Canonical Services and the Centre for Safeguarding Minors and Vulnerable Persons).

Unit response: Student involvement in the activities of the centres attached to the faculty (the Centre for Canonical Services and the Centre for Safeguarding Minors and Vulnerable Persons) may be one way to strengthen the links of the centres with the faculty and enhance practice-based student formation. The Dean will explore these opportunities with the directors of the centres, including the possibility of the Field Practicum being completed in one or both of the centres.

Presently, DCA 6922 Field Practicum is offered for students at the end of their MCL and JCL program. This is in view of the learning outcomes assigned to the Field Practicum and the need to complete most program requirements prior to enrolment in the Field Practicum. This has resulted in fewer students enrolling in DCA 6922. A review of these learning outcomes will be undertaken.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
2	Discussion to take place between the Dean and the Directors of both centres to discuss possibilities for greater collaboration and opportunities to enhance practice-based student training.	Dean, Faculty of Canon Law	September 2022	Not anticipated
3	Review the learning outcomes of DCA 6922 Field Practicum, and explore ways by which more students may participate in this course for practice-based student training.	Executive, Faculty of Canon Law	September 2024	Not anticipated

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 5: GPEC recommends that the unit revise the course syllabi to ensure standardization of essential elements in the Program Learning Outcomes and to develop detailed learning outcomes for each course that align with the overall Program Learning Outcomes.

Unit response: As part of the evaluation process, the faculty revised the Program Learning Outcomes for all programs under review. In view of this recommendation, a revision of course syllabi is required to ensure standardization of essential elements. In addition, the development of detailed learning outcomes, aligned with those of the program, is needed for each course.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
2	Development of a course syllabi template, for use by all courses offered by the faculty, respecting the requirements of the academic regulations.	Administrative Assistant and Program Coordinator, Faculty of Canon Law	June 2022	Not anticipated
2	Development of course-specific learning outcomes, aligned with the Program Learning Outcomes. These will be adopted by the Faculty Council, after consultation with professors and the executive committee of the faculty.	Dean, Faculty of Canon Law	December 2022	Not anticipated

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 6: GPEC recommends that the unit develop a comprehensive orientation session for professors and staff.

Unit response: The faculty is committed to providing information in a timely and organized fashion. In addition to orientation sessions to be held at the start of each academic year, orientation sessions can be organized on an ad hoc basis when new professors or staff members are hired. This is especially necessary for part-time professors, who may be unfamiliar with academic regulations, pedagogical tools for teaching at a distance, and other expectations of the faculty or university.

To accompany the orientation session, a professor manual will be produced and updated yearly, containing pertinent information, academic regulations, timetables, course offerings, etc. The release of each annual update will provide an occasion for an orientation session with professors and staff, to ensure all are familiar with any updates or recent developments within the faculty and the university community.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
2	Orientation session to be prepared and offered, as needed, when new professors and staff are hired.	Dean, Faculty of Canon Law	December 2022, offered as needed.	Not anticipated
2	Prepare and update annually a professor manual, containing pertinent information, academic regulations, timetables, course offerings, etc.	Administrative Assistant and Program Coordinator, Faculty of Canon Law	January 2023, updated annually	Not anticipated

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 7: GPEC recommends that the unit provide ongoing training for professors and students for online course delivery and the use of technology in the classroom.

Unit response: The faculty recognizes the need for ongoing training for professors and staff, to ensure quality course delivery on campus and at a distance. In collaboration with Computer Distance Education Services, the Executive Committee will arrange for ongoing formation for online course delivery and the use of technology in the classroom. It is expected that such formation will result in improvement in pedagogical techniques and familiarity with online tools (videoconferencing, Brightspace, etc.).

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
2	Organization and delivery of formation sessions for professors and staff concerning pedagogical techniques and the use of technology in the classroom and online environments	Executive Committee, Faculty of Canon Law	September 2023	Not anticipated

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 8: GPEC recommends that the unit develop and host a comprehensive orientation session for incoming students, including those studying remotely.

Unit response: A comprehensive orientation session will require collaboration with a variety of university services, including Computer and Distance Education Services, the library, and Communication and Recruitment Services. This will be offered on an annual basis, at the start of each academic year. Depending on content and availability, this may take place over several days at the start of the Fall term.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
2	The faculty will work closely with the various university services to prepare a comprehensive orientation session, including for those studying remotely.	Executive Committee, Faculty of Canon Law	September 2022	Not anticipated

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 9: GPEC recommends that the unit develop more selective and precise admission criteria for doctoral students.

Unit response: The faculty attracts a respectable number of doctoral students each year. In view of its size, as well as the availability and specialization of professors, a reconsideration of the admission criteria is in order. In the short term, this will consist of a introducing a more precise questionnaire to be completed by all doctoral applicants. In the long term, a comprehensive program review will be undertaken.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
1	Presently, applicants must submit a “statement of purpose,” indicating the interests, career goals, research focus and other factors relevant to the proposed research area. The faculty will develop a questionnaire, to be utilized by prospective doctoral students to fulfil this admission requirement. This will be developed in collaboration with the Admission Office.	Director of Studies, Faculty of Canon Law	June 2022	Not anticipated
3	A comprehensive review of the doctoral program will be undertaken, examining admission requirements, program requirements, and supervisory duties.	Executive Committee, Faculty of Canon Law	September 2024	Potentially

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 10: GPEC recommends that the unit review the admission requirements to support an increase in cohorts for the graduate diplomas.

Unit response: In view of recommendation 3 above, the admission and program requirements for each of the three graduate diplomas (GDCL, GDEA, GDGP) will be reviewed and evaluated. It may be necessary to introduce modifications to differentiate the programs and learning objectives. As part of this, the admission requirements for the graduate diplomas will also be reviewed and evaluated.

With the view to increasing enrolment in the graduate diplomas, consideration will be given to the creation of a new graduate diploma (or major modification of an existing one) for safeguarding minors and vulnerable persons. This builds on the existing graduate microprogram for safeguarding minors and vulnerable persons (9u), and the faculty's collaboration with the Centre for Safeguarding Minors and Vulnerable Persons.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
3	Undertake a comprehensive review of the admission and program requirements of the graduate diplomas offered by the faculty (GDCL, GDEA, GDGP)	Executive Committee, Faculty of Canon Law	September 2024	Potentially
3	Formation of a committee, including participation from the Centre for Safeguarding Minors and Vulnerable Persons, to consider the feasibility of creating a graduate diploma program in the area of canon law and safeguarding, in French and in English.	Executive Committee, Faculty of Canon Law	September 2024	Potentially

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 11: GPEC recommends that the unit should implement and continue to evaluate the comprehensive communication and recruitment plan for increasing enrollment, which was devised in Fall 2020, and collaborate with appropriate university services to achieve the objectives of that plan.

Unit response: Each year, the communication and recruitment plan is reviewed with the coordinator of communications, web, and marketing, and the coordinator for admissions and student recruitment. The plan identifies target audiences, methods of promotion, and the responsible agents. To achieve the objectives of the plan, ongoing evaluation and collaboration with these university services will be required.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
2	In collaboration with the stated collaborators, the faculty will develop a plan to revise promotional materials (print, video, website)	Administrative Assistant and Program Coordinator, Faculty of Canon Law, in collaboration with the coordinator of communications, web, and marketing, and coordinator for admissions and student recruitment.	December 2022	Not anticipated

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 12: GPEC recommends that the unit develop a detailed job posting for professorial vacancies for approval by the university administration.

Unit response: A detailed job posting was developed and approved by the university administration for the last professorial vacancy in 2021. This may serve as model for future vacancies, depending on the needs of the faculty and university at the time of the vacancy.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
1	Development of a job posting for professorial vacancy	Dean, Faculty of Canon Law; Vice-Rector, Academic and Research	Completed	No

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)

Recommendation 13: GPEC recommends that the unit continue to strengthen communications both within and outside the university to highlight faculty research, the vitality of the discipline, and the unit’s community engagement.

Unit response: In December 2021, a new administrative assistant and program coordinator was hired to assist the faculty. Part of the role includes serving as a liaison with various university services, including communication and recruitment. Updates to the website, databases and promotional materials will assist with highlighting the activities of the faculty and professors. The anticipated launch of a new university website will assist with these efforts.

Priority Level*	Actions to be undertaken	Assigned to	Timeline	Curriculum change?
1	Ensure proper training is provided to the new administrative assistant and program coordinator through the organization of training sessions and ongoing support in these matters.	Dean, Faculty of Canon Law	June 2022	Not anticipated
1	Introduce necessary updates to the website, databases maintained by the faculty, and promotional materials prepared by the faculty for use in 2022-2023.	Administrative Assistant and Program Coordinator, Faculty of Canon Law	June 2022	Not anticipated

* 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 MUST BE IN PLACE BY MID-CYCLE (WITHIN 4 YEARS)