



Cyclical Program Review Final Assessment Report and Implementation Plan for the Academic Programs Offered by the Department of French Studies

Programs Reviewed:

French Studies – BAH, BA (Major, Joint Honours, Minor).
Certificate in French for Professionals. Commenced 2018. A monitoring report on this new program will be requested by the Provost's office for September 2024.

N.B.: Admissions to the Master of Arts and PhD in French Studies were suspended prior to 2013. The final student completed the PhD program in 2020. The department should now move forward with the next steps outlined in the suspension of admissions process (see recommendation 5).

In accordance with Queen's University Quality Assurance Processes (QUQAP), this final assessment report provides a synthesis of the external evaluation, internal responses, and assessment of the above programs. This report identifies the significant strengths of the programs, and opportunities for program improvement.

An implementation plan is attached that identifies:

- who will be responsible for acting on and monitoring progress on the recommendations,
- any resource or governance implications resulting from the recommendations, and
- timelines for implementation of the recommendations.

[Final Assessment Report: Executive Summary](#)

Summary of Review

- 1) The Department of French Studies produced a self-study document that was reviewed by the Dean, Faculty of Arts and Science and the Vice-Provost (Teaching and Learning). The self-study was approved on December 12, 2022.

- 2) The review team visit took place on October 5-6, 2023. The review team members were:
 - i. Dr. Dawn Cornelio, Professor, Graduate Coordinator for French Studies, School of Languages and Literatures, University of Guelph.
 - ii. Dr. Soundouss El Kettami, Professor, Department of French Studies and Associate Dean, Faculty of Humanities and Social Sciences, Royal Military College.
 - iii. Dr. Susan Lord, Professor, Department of Film and Media, Queen's University.
- 3) The visit included meetings with
 - i. Students
 - ii. Faculty members, including past and present Department Heads, and current Undergraduate Chair
 - iii. Staff
 - iv. Heads of cognate departments
 - v. Librarians
 - vi. Dean and Associate Dean, Faculty of Arts and Science
 - vii. Vice-Provost (Teaching and Learning)
- 4) The review team reported on October 16, 2023. The Department Head and Faculty Dean provided responses to the review team report.
- 5) The Senate Cyclical Program Review Committee considered all the documentation at its meetings on March 18 and April 8, 2024. Based on these discussions, the Final Assessment Report and Implementation Plan was developed by the committee secretary and Vice-Provost (Teaching and Learning). The Report and Plan was approved on May 6, 2024.

The following strengths were noted:

- The review team considered the programs to be very strong. Professors collaborate effectively among themselves, and with other departments and faculties.
- Quality of faculty members is exceptional. Faculty members and staff innovate to deliver a high-quality student experience. Students reported that the quality of instructors allowed them to become better speakers, learners, and in some cases, better prepared to be teachers.
- Considerable research in improving pedagogy has been undertaken and the results implemented.
- The climate and approach of the department. The review team noted that the department has a distinct culture and is welcoming to students in other programs. It is collegial and self-reflective, foregrounding discussion of changes and ways to improve. Bilingual administrative staff provide excellent support for students and provide experiential learning opportunities for students to speak French.
- Programs are well aligned with Queen's strategic goals.
- Facilitated by faculty with expertise and connections to Black Studies, Indigenous Studies and Gender Studies, the department has reviewed courses to make them a place where students can engage in critical thinking about questions related to Indigenization, equity, diversity, inclusion and anti-racism.

- Faculty members undertake graduate supervision and training of students in other graduate programs.
- Student retention rate is very high.

The following opportunities for enhancement were noted:

- The department should continue with the work it has begun to smooth the transition between the intermediate French course and more advanced courses.
- Support for continuing adjunct professors to focus research time on pedagogy would be helpful.
- Communication with the Faculty of Arts and Science online team on the delivery of online courses could be enhanced. More technical support for online courses is needed.
- Consider ways to include face-to-face options in beginning French courses, and whether some upper-level courses could be delivered online.

Summary of Review Team Recommendations

The reviewers made four recommendations:

1. Work on a proposal to hire a faculty member cross-appointed to the Faculty of Education in the field of second language acquisition. Queen’s is not currently hiring new faculty members. The reviewers recommended that the department develop this proposal to be ready whenever the hiring freeze is over.
2. Move from century-driven to theme-driven courses.
3. Consider training sessions taught by the liaison librarian to help them improve research skills. Involve the library as a partner in an upper-year course student conference.
4. Change the name of the department.

Status

The academic programs in the Department of French Studies have been approved to continue.

Dates monitoring report due:	Fall 2025
Date of next review:	2028-2029 academic year
Prepared by Vice-Provost (Teaching and Learning)	March-April, 2024
Approved by the Senate Cyclical Program Review Committee	May 6, 2024

Implementation Plan

Recommendations	Proposed Follow-up	Responsibility for Leading Follow-up	Resource or Governance Implications	Timeline for Addressing Recommendation
<p>1. The reviewers recommend the department begin work to put in place a cross-appointment with the Faculty of Education in the field of second language acquisition, in order to be in a position to move forward quickly when the hiring freeze is lifted. Such a position would strengthen not only the French Department, but also the Faculty of Education, given that French remains high on the list of disciplines favored by future educators.</p>	<p>i. Consider whether a cross appointment or a joint appointment is most appropriate.</p> <p>ii. Establish the cross-appointed position's place in the curriculum.</p> <p>iii. Develop a preliminary proposal to discuss with the Faculties of Arts and Science and Education.</p>	<p>Department Head</p>	<p>Resource implications for the hire of a new faculty member.</p>	<p>Preliminary proposal: Summer 2024</p> <p>Cross-Faculty discussions leading to finalized proposal: April 2025</p> <p>2025-2026 academic year: submit hiring proposal if hiring freeze has been lifted.</p>
<p>2. The department has been very innovative in reviewing its program's structure and in creating new courses. We recommend that they consider going even further in moving away from century-driven courses to theme-driven ones, where each faculty could bring a</p>	<p>i. Analysis of existing offerings in department and cognate departments.</p> <p>ii. Presentations to Departmental Assembly,</p>	<p>Department Undergraduate Curriculum Committee, Undergraduate Chair and Head.</p>	<p>Service committee time. Faculty and staff time to manage transition.</p>	<p>i. Fall 2024</p> <p>ii. Winter 2025</p>

Recommendations	Proposed Follow-up	Responsibility for Leading Follow-up	Resource or Governance Implications	Timeline for Addressing Recommendation
different light to a course, depending on their expertise and century of choice.	<p>discussions and consensus-building.</p> <p>iii. Development of simple conversions.</p> <p>iv. Submission of simple conversions to Faculty of Arts and Science curriculum committee. Removal of obsolete courses from Academic Calendar.</p> <p>v. Continued work on theme courses.</p>			<p>iii. Summer-Fall 2025</p> <p>iv. Fall 2025</p> <p>v. Winter 2026</p>
3. The library is very vibrant and the French liaison at the library is willing to give a hand. We recommend that the department considers training sessions taught by the liaison librarian to the students, in order to help them improve their research skills and their ability to exploit all the resources available to them. We	<p>Research Training Sessions:</p> <p>i. Course instructors and librarian discuss and develop list of potential sessions around key required courses.</p>	Undergraduate committee, FREN 498 course instructors, and liaison librarian.	Librarian time.	<p>Research Training Sessions:</p> <p>i. by end of 2024-2025 academic year</p>

Recommendations	Proposed Follow-up	Responsibility for Leading Follow-up	Resource or Governance Implications	Timeline for Addressing Recommendation
<p>would also recommend considering the library as a partner in organizing the FREN498's ultimate student conference. The library might be able to make the event more visible.</p>	<ul style="list-style-type: none"> ii. collaborative development of sessions. iii. implementation of sessions. iv. review and further development of sessions. <p>Student Research Conference:</p> <ul style="list-style-type: none"> i. Course instructors and librarian discuss collaboration and develop action plan for April 2025 conference. ii. Plan implemented for 2025 conference. iii. Instructor and librarian review and plan for 2026 conference. 			<ul style="list-style-type: none"> ii. December 2025 iii. December 2026 iv. 2026-2027 academic year. <p>Student Research Conference:</p> <ul style="list-style-type: none"> i. December 2024 ii. Winter term 2025 iii. Fall term 2025

Recommendations	Proposed Follow-up	Responsibility for Leading Follow-up	Resource or Governance Implications	Timeline for Addressing Recommendation
<p>4. We recommend that the department engage in the name change that is already a project they are thinking about.</p>	<p>i. Departmental EDII committee meets to develop potential French translations of its name and presents a short list to the department for evaluation.</p> <p>ii. EDII Committee studies the process for formal adoption of its name in English at Queen’s. Develops a concrete plan for implementation.</p> <p>iii. Implementation, approvals sought for name change.</p> <p>iv. Name changed on all outward-facing media.</p>	<p>Departmental EDII committee</p>	<p>Administrative support to implement name change.</p> <p>Senate approval required for name change.</p>	<p>i. Fall 2024</p> <p>ii. Winter 2025</p> <p>iii. 2025-2026</p> <p>iv. 2026-2027</p>
<p>5. <i>Recommendation added by SCPRC.</i></p>	<p>Department to liaise with quality assurance team in Provost’s Office.</p>	<p>Department Head/administrative staff</p>	<p>Senate to be updated on next steps re:</p>	<p>December 2024</p>

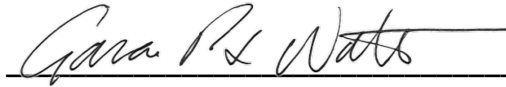
Recommendations	Proposed Follow-up	Responsibility for Leading Follow-up	Resource or Governance Implications	Timeline for Addressing Recommendation
<p>Recognizing that suspension of admissions is a temporary measure, the Department should:</p> <p>a) take the next steps regarding the MA and PhD in French Studies and, as laid out in the Senate Procedures Concerning the Temporary Suspension of Admissions to Academic Programs</p> <p>b) work with the offices of the Provost and the Registrar to ensure that the central University records accurately reflect the programs offered. For example, the Medial (Joint Honours) in French Linguistics.</p>			<p>suspension of admissions. Senate approval required for program closure.</p>	

The Dean, Faculty of Arts and Science shall be responsible for monitoring the implementation plan. The details of progress made will be presented in monitoring reports to the Vice-Provost (Teaching and Learning), submitted to the Senate Cyclical Program Review Committee for approval and to Senate for information. All monitoring reports will be posted on the university web site.

Final Assessment Report & Implementation Plan

Approved by SCPRC May 6, 2024

Vice-Provost (Teaching and Learning)



Signature

Vice-Provost and Dean, School of Graduate Studies



Signature



Barbara Crow, PhD

Dean, Faculty of Arts and Science

Signature

Final status of academic programs in the
Department of French Studies

Approved to Continue

Date of next program review

2028 - 2029 Academic Year

Next Steps for Department

Monitoring Report on progress implementing the recommendations of the cyclical program review to be submitted 18 months after receipt of the signed Final Assessment Report, in Fall 2025

Interim Monitoring Report on the Certificate in French for Professionals to be submitted in September 2024. Interim monitoring reports are routinely requested for new programs 5 years after the first student enrolment in the program. (c.f. [QUQAP](#) section 2.5.11, pages 18-19).

The provost's office will remind the department of the deadlines nearer the time and provide a template for these reports.