

Implementation Plan

1. Cover memo

Department of History *Year of appraisal* 2014

To: Vice-Provost, Teaching and Learning
From: Faculty Dean
Faculty of : Arts and Science
Date: 29 August 2016

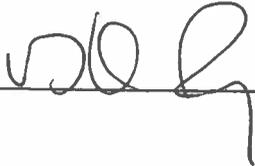
Please find enclosed the finalized Implementation Plan for the Department cited above as part of the academic program appraisals process. This Plan was duly discussed with:

- The Department Chair
- The Dean of Graduate Studies (if applicable)

As mentioned in the Concordia University Academic Program Appraisals Manual, 5th edition revised, the Faculty and Department will follow-up on this Plan in two years, when prompted by your office.

Sincerely,

Faculty Dean's name Dr. André Roy

Faculty Dean's signature 

Implementation Plan: Department of History

The Department of History offers a broad range of undergraduate (BA Major, Specialization, Honours in History, BA Joint Specialization in English and History, Minor in History, Minor in Law and Society), and graduate (MA and PhD in History) options. The History Department defines its mission as “not only to train historians but to produce articulate and informed graduates who share its commitment to serving the broader community”. This is summed up effectively in the banner on the department’s home page, “Studying the past to better understand the present”. To achieve this goal, the Department “encourages strength in both teaching and research, responsiveness to a wide range of intellectual perspectives, and involvement in community affairs.”

To meet these objectives, the research and teaching in the department reflects expertise in areas as diverse as law and society, gender and sexuality, war and peace, science and the environment, public history and memory, media and popular culture, genocide and human rights, and transnationalism and empire and spans the Americas, Europe, Asia, and Africa. When this appraisal was initiated, the complement of faculty and staff responsible for delivering the academic and research programs included 25 full-time tenure-track faculty members (including two Canada Research Chairs, and the James M. Stanford Professorship in Genocide and Human Rights), an Assistant to the Chair/Graduate Program Assistant and an Undergraduate Program Assistant. The Department has office space, a student lounge, a computer lab and seminar room as well as study space for PhD students and teaching assistants in the McConnell Library Building on the Sir George Williams campus. In addition, the Department also maintains affiliations with the Centre for Ethnographic Research and Exhibition in the aftermath of Violence, The Centre for Oral History and Digital Storytelling, and the Montreal Institute for Genocide and Human Rights Studies.

Research success within the Department is evidenced by the publications that have been presented in top-tier presses and leading journals, as well as in the use of digital media in the production and dissemination of historical content. Moreover, the members of the department have been successful in securing external funding from private, provincial and federal sources as principal investigators and as members of multi-institutional collaborative research teams.

The research profile of the department helps to achieve its mission “not only to train historians but to produce articulate and informed graduates who share its commitment to serving the broader community”. This is equally true of the faculty members’ strong commitment to teaching as evidenced by the fact that more than 85% of the courses offered by the department are taught by full-time faculty members and by the recently-developed History Skills Workshop program linked to their 200-level courses (which can be a model for all of Concordia). Moreover, the Department embraces digital technologies, new methodologies, and the diverse student population that defines Concordia to make the department an ideal place to examine the past while engaging with the present.

To advance and improve the Department of History, a number of suggestions have been put forward as part of this appraisal process. With this in mind, the Faculty of Arts and Science has reviewed the DAC, External Evaluators’ and UAC Reports and our comments on the recommendations from the reports follow.

Recommendations	Prioritized timeline for completion	Responsibility	Dean's comments and resource implications
1) To continue to define a strategic hiring plan that includes positions required (<i>e.g.</i> , Chinese History, academic advising, administrative support, etc.) in the context of the Department's, Faculty of Arts and Science's and University's strategic goals.	Ongoing	Department, Faculty of Arts and Science	The Department needs to continue to craft its hiring needs in the context of its strategic plan and that of the University. The Department's requests for new hires will be considered along with those of all other units. As suggested by the external evaluators, the Department needs "to strengthen its case by more carefully and strategically aligning its needs with Concordia's strategic vision" and encouraging "more active faculty engagement and participation in institutional discussions regarding strategic directions in order to fully understand the University's priorities."
2) To optimize and improve the PhD program.	Ongoing	Department, Faculty of Arts and Science, School of Graduate Studies	Given the research success among faculty in the Department, student success at the graduate level should be increased. The Faculty of Arts and Science and the School of Graduate Studies can provide assistance in student recruitment and retention techniques and the Department can look internally to optimize its procedures. This also may include an enhanced relationship with Centres and Institutions as attractors for top quality graduate students and increased graduate student support from individual researchers and the Faculty of Arts and Science.
3) To develop standards for workload calculations.	Ongoing	Department, Faculty of Arts and Science, Associate Dean, Academic Affairs	Developing regulations and guidelines for these issues are continuing processes and the Faculty of Arts and Science will ensure that the Department is involved in these discussions.
4) To assess program offerings and to develop a Major in Law and Society and to explore more interdisciplinary program offerings.	Program assessment should be ongoing. A proposal for the Major in Law and Society can be put forward within the year. The current state of the Specialization in English and History should be assessed immediately. New course	Department, Faculty of Arts and Science, Associate Dean, Academic Programs	Building on the current program analysis and curriculum mapping in the Appraisal document, the Department can consider which courses meet the expected learning outcomes and where new courses (including those in other departments) could be added or where other courses could be removed. The History Skills Workshops serve as an indicator of the outstanding job that the Department can do in revising its curriculum to meet the needs of its students. The Department should meet with the Department of English to assess the Specialization in English and History as an example of interdisciplinary studies to

	offerings or program changes can be proposed by the summer of 2017.		discuss team teaching of courses. Given the success of the Minor in Law and Society a Major in this area should be a top priority.
5) To develop a detailed space plan. As the Department continues to grow with new students, faculty, invited researchers, etc. they will need to explore options for additional space.	The Department should work with the Associate Dean, Facilities and Planning to explore possible avenues for expansion. A detailed space plan could be developed by January 2018.	Department, Faculty of Arts and Science, Associate Dean, Facilities and Planning	Resource implications will only be obvious once the space plan has been developed.
6) To improve undergraduate student recruitment and retention.	Ongoing	Department, Recruitment, Student Academic Services	This includes everything from keeping the Departmental website up to date, to deciding which students to target, to admission requirements, to approaches to student advising.