

To: Academic Review Committee
From: Douglas Kneale, Dean, Faculty of Humanities
Date: 7 April 2013
Subject: Dean's Report Regarding the Implementation of Recommendations in the Final Assessment Report on the Program in CLAS (MA)

Senate approved the FAR report on CLAS (MA) on January 16, 2013. The one-year progress report to ARC is due. The 19 recommendations are addressed in order of ARC priority below.

First Priority (7 Recommendations in total)

1. Ensure that the Departmental Handbook agrees in all points with the calendar.

We have updated our handbook and made an official pdf available online at our departmental website. We have also decided to make a single, annual update to the handbooks in June, and to change it during the course of the year only when necessary. In addition, on our departmental Sakai LMS website, we have posted the most recently updated copy so that faculty can have access to recent changes.

4. The Department should draw up a document clearly delineating the respective responsibilities of the two administrative assistants, and distribute this not only to the two assistants themselves, but also to all faculty and graduate students.

We are in the process of revising the Departmental Handbook to outline the duties and responsibilities of the Graduate Administrative Assistant.

6. In lieu of the modern language exam administered by the Department, accept a first-year undergraduate course-credit in either French or German as indicated on a transcript.

The Graduate Program Subcommittee is currently in the process of reviewing the requirements of 1st year modern language courses at Brock and is drafting a relevant proposal to be submitted to a full department meeting in Spring of 2013.

9. Revisit Departmental Library collection policy to reflect current teaching and research needs.

No action. The current library liaison for the Department of Classics has changed several times over the course of the past year. In addition, we have just completed the successful hire of a new colleague. These factors have made the development of a consistent policy difficult. We do plan to revisit the issue during our graduate program retreat in the spring of 2013.

10. Faculty should use one or more sessions of the proseminar course to draw students' attention to the bibliographical material (especially in Epigraphy and Papyrology) now available on the web.

Our Proseminar for 2012-13 (CLAS 5P00) included a number of sessions on bibliographic tools, including one devoted to "Research and Bibliographic Tools" and another on "Greek and Latin Epigraphy." We will explore bringing in a third party to talk about research and papyrology, however, we do not currently have an expert in this area among the faculty.

13. The Administration should keep 'on their radar' the possibility of further personnel-change in the Department, and the need to act as swiftly and decisively in such an event as they have so admirably done in the case of Prof. Burrell.

No action needed at this time.

17. Ensure that Classics MA students pursuing the MRP pattern know that they are eligible to compete in the DGS summer fellowship competition in their *first* year of study.

The Spring Fellowship is expected to be announced by the Faculty of Graduate Studies in the week of March 18th. Our graduate students did submit a number of SSHRC and OGS applications for the 2013-14 year, and we continue to encourage them to apply for all available funding opportunities.

Second Priority (2 Recommendations in total)

11. Regularly offer one MA course that allows/requires students as a major course-component to work with the collection of the Cypriot Museum.

Dr. Smith taught the Archaeology of Technology (CLAS 4V20) during the fall term, and the students in that class had the opportunity to do extensive work with the Cypriot Collection. In addition, a graduate class (CLAS 5V20) curated a new exhibit of objects from the Cypriot Museum for our departmental display cases. This new exhibit opened in March 2013. Also see #10 of the undergraduate review.

12. The Administration should follow through with its promise to replace Barbara Burrell with an expert in the same

field, viz. Roman archaeology.

As of March 2013, we have hired a new colleague - Dr. Carrie Murray - as a replacement for Dr. Barbara Burrell.

Under Consideration (2 Recommendations in total)

2. Schedule the working-hours of the half-time administrative assistant to coincide with the office-hours of the GPD.

The Graduate Administrative Assistant's schedule has not changed, although a new, full-time Departmental Administrative Assistant has been hired. We are currently not experiencing any specific problems with the half-time administrative assistant.

19. Every summer Brock's Classics Department should offer one second-year Greek course to prepare incoming students to pass the "diagnostic" Greek language exam. Realizing that such a course would seldom, if ever, achieve an enrolment that would make it financially viable, we further recommend that such a course be offered by distance education, and be open to all interested Canadian university students.

We have discussed this issue at meetings of our Graduate Program Subcommittee, and there is the possibility that such summer courses could be offered on an occasional and as needed basis; there are no plans at the moment, however, to make summer second-year ancient Greek courses a permanent offering. In addition, it should be noted that there are plans for President Jack Lightstone to teach a course in the department with some distance learning elements; it is possible that after this others in the department will feel more comfortable with the idea of distance learning, and will be more willing to explore the possibility with regard to ancient languages.

Already Implemented (3 Recommendations in total)

5. Allow graduate students, when applying for TAs, genuinely to express their preferences.

Done.

7. Post several previous years' Greek and Latin exams on the Departmental website; encourage students to test themselves under the conditions prescribed by the Department, and warn them that if they fail a diagnostic test of a similar level of difficulty in September of their first year, they can expect to be told to take a remedial undergraduate language-course concurrently with their MA program.

Done. We are not placing copies on the web, but the Graduate Program Director has ensured that a selection of previous exams is, in fact, kept on file in the departmental office.

8. Include in the Departmental Handbook a "Reading List" of ancient authors from which the material for the sight exams will be drawn. A list of textbooks dealing with material remains would easily provide the equivalent for Exam 3.

Done. We have approved such a list and included it in the Graduate Program Handbook.

Recommendations that Will Not be Implemented (5 in total)

Recommendations 3, 14, 15, 16, 18