

# Applied Linguistics

## Graduate and Undergraduate Review

### Year 3 (2023) - FAR Implementation Report

(reviewed 2019/20)

#### Recommendation #1

Improve communication among faculty members at the department and faculty levels (both the Faculty of Social Sciences [FoSS] and the Faculty of Graduate Studies [FGS]). This may be beneficial in addressing a number of issues that were raised by several faculty members. For example, there was confusion by DALs faculty regarding their ability to fund students in the research streams (thesis and MRP) of the MA programs.

#### ARC Disposition of the Recommendation

ARC considers the recommendation to generally improve communication among faculty members at the department and faculty levels to be accepted for consideration. The Committee expects that the Department is best-positioned to determine strategies for improving communication with a focus on benefits to academic programming.

#### Implementation Plan (1<sup>st</sup> Priority)

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
<b>Action #1</b> Institute regularly written Chair's Report to update departmental members on Faculty Council and Dean/Chair monthly meetings.	Chair	T	O	
<b>Action #2</b> Institute practice of holding goal-oriented ad hoc meetings amongst Chair, GPD, Dean of Graduate Studies, and Dean's Office.	Chair/GPD	T	O	
<b>Action #3</b> Issue invitation(s) to Dean of FoSS to attend department meetings as needed to share information.	Chair	T	O	

\*On Target (T), Delayed (D), Complete (C), Complete and Ongoing (O)

Comments 2021:

- Continued practice of monthly meetings between Chair and Dean of FoSS.
- Continued practice of monthly Faculty Council meetings attended by FoSS Chairs and Directors.
- Regular (twice monthly) Chair’s reports distributed to department members summarizing information received during Faculty Council meetings and during monthly meetings the Chair has with the Dean of FoSS.
- As needed meetings among GPD, Chair, Dean of FoSS, Dean of Graduate Studies, Associate Dean Graduate to address admissions/funding issues have proven very helpful, resulting in: a) new mechanism for collecting fees from graduate students for Writing Mentor and 4N01/5N01 Summer Bridging course; b) pilot program which would affect how funding is offered to incoming graduate students; c) proposal to make growth of course-based MA sustainable by consolidating supervision in a single-course
- Dean of FoSS offer to attend dept meeting upon receipt of invitation from department. Expected to take place Spring 2021.
- DALS recognizes Faculty-level efforts to facilitate communication to departments, including:
  - new mechanisms for disseminating Senate information to faculty in all FoSS departments and list of names of all FoSS Senators in the monthly FoSS updates bulletin).
  - FoSS Communications Team surveying faculty (03/21) to solicit feedback/needs for communication.

Comments 2022:

The following practices continue: ad hoc and regular monthly meetings between Chair and Dean of FOSS; regular Chair and/or GPD involvement in FOSS Faculty Council, FOSS GPD Meetings, and Grad Council meetings; monthly Chair reports to the Dept. Committee that include updates from the aforementioned meetings; annual invitation to Dean of FOSS to attend a Dept Committee meeting (practice formalized in Department’s Rules of Procedure).

Comments 2023:

All actions continue: ad hoc and regular monthly meetings between Chair and Dean of FOSS; regular Chair and or GPD involvement in FOSS Faculty Council, FOSS GPD meetings, and Graduate Council meetings; monthly Chair reports to the Department Committee that include updates from the aforementioned meetings; monthly GPD reports to the Department Graduate Program Committee. Per Department Rules of Procedure, we discuss on at least an annual basis inviting the Dean of FOSS to attend a Department meeting and issue an invitation when this is deemed necessary. No invitation was made this year as the regular communication between the Chair and Dean were deemed sufficient.

**Recommendation #2**

Develop a future plan for faculty renewal should a new faculty hire become available due to resource growth or retirement/replacements in DALS.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to develop a plan for faculty renewal to be accepted. The Committee expects that the Department will proceed through normal channels of advocacy for any faculty resources indicated in the eventual plan.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving: Department  
 Responsible for resources: Department  
 Responsible for implementation: Department  
 Timeline: Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Draft and submit Faculty Position Request Fall 2020 to address immediate needs.	Chair	C		
Action #2 Develop a 5-year Plan to address mid-longer-term needs.	Chair	T	T	C

**Comments 2021:**

- Initiated process by crafting two separate proposals for faculty positions Fall 2020. Via this process identified areas of departmental need and areas of specialization likely to have greatest positive impact on the department in terms of undergraduate and graduate enrollment, research culture of the department, and our ability to address goals of Brock’s Strategic Mandate.
- Plans to bring subcommittee together spring/summer 2021 to develop mid- longer-term renewal plan.

**Comments 2022:**

- Crafted two separate proposals for faculty positions in Fall 2021. Via this process identified areas of department needs and areas of specialization likely to positively impact enrollment, research culture, and ability to address goals of Brock’s Strategic Mandate.

- Dept. Strategic Planning Meeting planned for spring/summer 2021 was delayed; it will occur during a May 2022 half-day meeting; agenda will include development of mid-longer term renewal plan.

**Comments 2023:**

- Department Strategic Planning meeting held on May 11, 2022. Item 8 on that agenda was titled “Faculty Renewal” with discussion questions “what areas of expertise will serve us and our students best” and “how can we make the strongest case for a new position”.
- Crafted two separate proposals for faculty positions in Fall 2022. Via this process identified areas of Department need and areas of specialization likely to positively impact enrollment, research culture, and ability to address goals of Brock’s Strategic Mandate. This included preliminary discussion of the potential for developing a new MA in Speech-Language Pathology and the associated implications for faculty complement. Two proposals (1 LTA; 1 Tenure-Track) were submitted to Dean of FOSS. The latter position LTA position was approved. Position has been posted and closes April 1/23.

**Recommendation #3**

Reduce the number of department meetings from once per week to once per month or as needed. Ensure that the meetings are action-oriented.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted for consideration. The Committee expects that the Department is best-positioned to determine strategies to improve Departmental meetings in order to move forward on issues such as curriculum review. ARC understands that Departmental rules and regulations are under the purview of the Department and subject to provisions of the Brock University/Faculty Association Collective Agreement.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Schedule department meetings twice monthly during Fall/Winter terms, holding them as needed as determined by Chair.	Chair	T	O	
Action #2 Utilize written reports for information sharing so that meeting time is reserved for action items.	Chair	T	O	
Action #3 Revise Rules & Procedures to indicate that meeting agendas will be distributed to committee members no later than 48 hours prior to a meeting.	Chair	C		

Comments 2021:

- Dept meeting scheduled biweekly and held only as needed as determined by the Chair in consultation with faculty and Administrative Assistant. Unnecessary meetings cancelled no later than 48 hours in advance of the meeting.
- Rules & Procedures updated to indicate agenda will be sent out 48 hours ahead of the departmental meeting.
- To ensure meetings are action-oriented, written Chair’s Report along with other written updates (e.g., admissions data, course enrollment figures) sent out ahead of the Dept. meeting. This eliminates the need for time spent information-sharing during the meeting. Only items specifically selected by members for discussion are addressed during the portion of the meeting allocated for discussion of the Chair’s Report.

Comments 2022:

- The following practices implemented in 2021 continued in 2022: biweekly department meetings, agenda distribution 48 hours in advance of meeting, written reports sent in advance of meeting.

Comments 2023:

- The practices implemented in 2021 continue: bi-weekly Department meetings, agenda distribution 48 hours in advance of meeting, written reports sent in advance of the meeting.

**Recommendation #4**

Amend departmental procedures to include one representative each from the undergraduate and graduate student cohorts.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted and in the process of implementation. The Committee expects that the Department is best-positioned to determine appropriate methods of including students in discussions about academic programming. ARC understands that Departmental rules and regulations are under the purview of the Department and subject to provisions of the Brock University/Faculty Association Collective Agreement.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving: Department  
 Responsible for resources: Department  
 Responsible for implementation: Department  
 Timeline: Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Update Rules & Procedures to include provision for student reps. to attend department meetings.	Chair	C		
Action #2 Invite student reps. to attend one department meeting per term.	Chair	T	O	

Comments 2021:

- Rules & Procedures 2020-2021 revised to include provision for undergraduate and graduate student representatives to be invited to attend one departmental meeting per term. Provisions for reps to request attendance at additional meetings; such requests would be granted at the discretion of the Chair
- Student reps attended a Departmental Meeting for Winter Term 02/18/2021

Comments 2022:

- Continued the practice (instantiated in Rules of Procedure) of inviting student representatives to attend one Department meeting per term.
- Student representatives attended Departmental Meetings in the Fall Term (12/10/21) and in the Winter Term (03/21/22).

Comments 2023:

- After consultation with the representatives the Department Rules of Procedure (2022-23) were revised to state that student representatives are expected to attend 1 Department meeting per year; they may attend additional meetings at the discretion of the Chair.
- Student representatives (1 Graduate Student Ambassador; 1 Undergraduate Student Ambassador; 1 Representative from the Student Marketing & Recruitment Team) attended a Departmental meeting in the Winter Term (01/12/23). Additionally, the Department Chair met regularly (several times per term) and corresponded by email with the Graduate Ambassador, UG Ambassadors and Student Marketing & Recruitment Team. The Chair held a meeting with MA students for feedback on the program (11/30/22).

**Recommendation #5**

Include a representative from another University department or office in DALS department meetings as an independent observer to help ensure that respectful workplace standards and other University policies are followed, and to encourage closer connections with the larger FoSS community.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be not accepted. The Department has indicated that it does not support this idea and the Committee recognizes that Departmental rules and regulations are under the purview of the Department and subject to provisions of the Brock University/Faculty Association Collective Agreement.

**Implementation Plan**

Recommendation not accepted.

**Recommendation #6**

Develop positive working relationships with other FoSS programs such as (but not limited to) the Departments of Child and Youth Studies and Applied Disability Studies to facilitate recommendation #1.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted and already in progress. The Committee recognizes that the Department has already developed some positive working relationships with other Departments in the Faculty and that it is actively pursuing more affiliations both within and outside the Faculty.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Explore opportunities to develop co-curricular offerings with other departments, within and outside FoSS.	Chair	T	O	
Action #2 Participate in Faculty-wide events.	All	T	O	

Comments 2021:

- Continue pre-existing activities/relationships: including current cross-listings such as LING/CHYS/PSYC 3P61 and LING/CHYS 2P99, LING/PSYC 3Q91, LING/SCLC 3P80, LING/WGST 3P93; Combined Majors with CHYS and English Language & Literature; involvement in LifeSpan Development Centre
- New initiatives include: agreed to inclusion of LING courses in new MLLC Concentrations (Italian Language & Romance Linguistics; Spanish Language & Romance Linguistics)
- Explored development of microcredential with WGST; ultimately decided not to go ahead with it.
- Encourage faculty participation in FoSS events where they are opportunities to interact with faculty from other departments such as Dean’s Covid Discretionary Funds Symposium.
- Faculty developing a proposal for a symposium on the theme of “Language & Power” to be part of the new FoSS Symposium Series. The goal of this series is to “showcase the variety of work being conducted by faculty and student researchers, to uncover an array of perspectives and to foster potential synergies and collaborations”.

Comments 2022:

- Continuing pre-existing relationships outline in 2021 including course cross-listings and Combined Major options. Some interest in developing an event for the FOSS Symposium Series but nothing yet submitted. Working with EDUC to develop a new micro-credential (Teaching Second Language Learners), which will consist of 1.0 EDUC credit and 1.0 LING credit.

Comments 2023:

- Continuing pre-existing relationships outlined in 2021 including course cross-listing and Combined Major options.
- Discussed possibility of cross-listing LING 2P72 (Sociolinguistics) with Department of Sociology Chair but did not go forward.
- New micro-credential - Teaching Second Language Learners with EDUC (1.0 EDUC credit and 1.0 LING credit) approved by Senate in May 2022.



- Will join with other FOSS Departments to offer Social Sciences Day - a recruitment event for High School students -04/28/23.

**Recommendation #7**

Consider moving the MA application deadlines to an earlier date so as to provide time for TA placements (beyond those available in DALS) to be negotiated with the Dean and other departments within FoSS.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be not accepted as it falls outside the jurisdiction of both the Committee and the Department, and does not have support from the Deans of Social Sciences and Graduate Studies.

**Implementation Plan**

Recommendation not accepted.

**Recommendation #8**

Improve transparency about criteria regarding decisions that impact DALS. For example, some DALS faculty may not be aware of the indicators and ranking processes used to determine which departments receive new full-time hires.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be not accepted. The Committee recognizes that the processes for hiring in the Faculty are already clear and well-established.

**Implementation Plan**

Recommendation not accepted.

**Recommendation #9**

Merge the undergraduate programs in Speech and Language Sciences and Hearing Sciences (i.e., single major with concentrations) and corresponding Certificate programs (Self-Study, p. 18).

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted and in the process of implementation.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Submit proposal to ARC for the merger of the undergrad programs.	Chair	C		
Action #2 Revise APC submission to reflect merger and submit to UPC for approval.	Chair	C		
Action #3 Communicate changes to stakeholders.	Chair	T	C	

Comments 2021:

- Completed. Proposal to merge undergraduate programs approved by ARC Fall 2021. Reflected in APC submission in fall 2020. Now reflected in 2021-2022 Undergraduate Calendar.
- Communicate changes resulting from merger to stakeholders. Actions to date include: updating departmental website, Chair meeting with FoSS Academic Advisor to review changes; sharing information with Student Reps. at departmental meeting 02/18/21; sharing information with PT Instructors at special departmental meeting 02/16/21; liaise with Admissions.

Comments 2022:

All stakeholders were informed on the merger of the Speech and Language Sciences (SLS) and Hearing Sciences (HS) undergraduate programs and corresponding Certificates.

Comments 2023:

All actions completed in 2021 and 2022.

**Recommendation #10**

Update the calendar to ensure that the biology pre-requisites for SLS/HS are clearly communicated as being required rather than recommended.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to ensure that pre-requisites are clearly communicated to be accepted for consideration. The Committee understands that the calendar is up-to-date but that the Department will consider additional methods of bringing this information to the attention of potential students.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Revise program Note 1 in APC submission.	Chair	C		
Action #2 Update FAQs on departmental webpage.	Chair	C		
Action #3 Share information with FoSS Academic Advisor.	Chair	C		

Comments 2021:

- Completed. Revised Program Note 1 in undergraduate calendar to clarify the requirements for BIOL and Human Physiology credits as the pertain to graduate school prerequisites for Speech-Language Pathology. Revised FAQs on departmental webpage similarly. Chair met with FoSS Academic Advisor (03/21) to share information.

Comments 2022:

- All actions completed in 2021.

Comments 2023:

- All actions completed in 2021.

**Recommendation #11**

“Develop an effective method for providing accurate and timely program advice to undergraduate students” (Self-Study, 2019, p. 18).

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted and in the process of implementation.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving: Department  
 Responsible for resources: Department  
 Responsible for implementation: Department  
 Timeline: Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Chair communicate regularly with FoSS Academic Advisor, including meetings as needed.	Chair	T	O	
Action #2 Review and update FAQs on departmental website.	Chair	C		
Action #3 Develop new tools for sharing information with students.	Chair	T	O	

Comments 2021:

- Students continue to receive advice via the Faculty Academic Advisor. Chair met with Academic Advisor (March 2021) to review updates to 2021-2022 calendar.
- FAQs for undergraduate students updated on departmental webpage.
- New tools for sharing information include use of departmental social media (twitter) and through undergraduate and graduate reps. who attend at least 1 departmental meeting per term.

Comments 2022:

- Chair in regular communication with Interim Faculty Academic Advisor. Continued communication via department social media, meetings with undergraduate and graduate student representatives.
- New information sharing tools developed: established new department newsletter (LING Letter); published first edition in Fall 2021. Will be published three times yearly. Spring 2022 edition in preparation. UG Student Ambassadors have drafted an UG Student Handbook.

- March 2022 initial conversations with Dean of FOSS re: potential changes to the provision of formal Academic Advising.

Comments 2023:

- It was agreed that the FOSS Academic Advisor will continue to provide advising to all Applied Linguistic students.
- Chair continues to be in regular communication with Faculty Academic Advisor. Chair met with Academic Advisor in Fall 2022 to review proposed changes for the 2023-24 academic calendar.
- Continue to share information with students through various channels including the Department newsletter (LING letter) published three times per year - Fall, Winter, Spring) <https://brocku.ca/social-sciences/applied-linguistics/newsletters/>. Chair shares information with UG and Grad Ambassadors which they relay to students in various ways, most often through the Department’s social media (Twitter, Instagram and a new TikTok account).

**Recommendation #12**

Work with the university recruitment office to create an international recruitment plan.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted and in the process of implementation.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Chair meet with representatives from Recruitment to discuss programs’ promotional needs.	Chair	C		
Action #2 Chair meet with Senior University Administration to discuss programs’ promotional needs.	Chair	C		
Action #3 Develop online recruitment materials and participate in university recruitment events.	Chair/All	T	O	

On Target (T), Delayed (D), Complete (C), Complete and Ongoing (O)

Action #4 Develop a recruitment event for High School students to introduce them to Linguistics.	Chair/All	T	O	
Action #5 Increase profile of the department within and outside the university through media presence.	Chair/All	T	O	
Action #6 Formalize a plan for extra graduate student fees and address issue of funding graduate students.	GPD	T	C	

Comments 2021:

- Given the pandemic situation, efforts have focused primarily on domestic recruitment. Chair met with staff in Recruitment in February and March 2021 to share program information and discuss strategies for promotion of degree programs to High School students as well as promotion of Certificates.
- Chair met with Provost March 2021, in consultation with Dean, to discuss strategies for promoting department’s programs and capitalizing on growth opportunities.
- Department participated in Fall and Spring University Recruitment events and developed new materials including powerpoint presentations, a webinar, Chair’s video, current student and alumni testimonial videos, gallery of student achievement to showcase student research. Letters and videos in prep. for distribution to students with offers of admission (spring 2021).
- Using Funds obtained from Dean’s Covid Discretionary Fund, two students hired to develop online multifunctional resources for the department which are being used, in part, for recruitment purposes. New interactive virtual event site will be completed in Spring 2021. High school students from across province will be invited to Launch Party where they will have opportunity to engage with educational tools including videos, games, and speak with faculty and current students.
- With assistance of Communications team in FOSS, increased media presence by launching twitter site, refreshing departmental webpage to reflect recent program changes, providing more content in Brock communications (Brock News stories etc.)
- Graduate program: formalized plan for graduate student fees (Writing Mentor, Summer Bridging Program) that will allow DALS to clearly communicate to prospective students the costs of the program.

Comments 2022:

- Efforts continue to focus primarily on domestic recruitment. Continued with following activities: hosting events for high-school students on Digital Campus (summer drop-in program; virtual field trips), participation in Recruitment initiatives (Chair phone calls to applicants, Chair letter to applicants, UG Ambassadors recorded Let’s Talk Brock podcast, Fall Open House event, refresh materials for Open House website including updated testimonials, creation of course promo videos); with assistance of FOSS Communications team ensure faculty/student achievements, news, and events are shared via social media, website, Brock News, and FOSS Newsletter; held two Information Nights for prospective students - one for graduate students and one for SLHS Certificate students.

- System formalized for collecting graduate student fees for Writing Mentor and 5N01 course.
- Engaged in conversations initiated by Dean of Graduate Studies and Dean of FOSS re: potential changes to English language supports provided to graduate students.

#### Comments 2023:

- Chair's application for Special Project funding (Dean's Discretionary Fund) to support departmental marketing and recruitment initiatives submitted Spring 2022 was approved by the Dean of FOSS. Funds were used to hire three UG students who have worked under the Chair's supervision on various activities. Funds also used to purchase AV stand and television to support video presentations at recruitment events.
- Recruitment activities geared to Undergraduate Students included: continued development of course promo videos and videos for the Minor and Certificate programs; development of print and social media content to promote individual courses, Certificates and programs; implementation of new 'interest' form on Department webpage <https://brocku.ca/social-sciences/applied-linguistics/faqs/>; participation at Ontario University Fair; participation in Fall and Spring Open House events at Brock; development and distribution of print material to High School Guidance Counsellors; participation in phone campaign to applicants (Spring 2023); participation in Health & Wellness Day (04/26/23) for High School students; participation in Social Sciences Day (04/28/23) for High School students; Online Information Session for TESL Certificate program (03/27/23); Hybrid Information Session for Speech Language Hearing Sciences Certificate program (04/05/23); Chair met with Brock's Manager, National Recruitment 10/27/22 to share information about programs in Applied Linguistics and discuss recruitment strategies.
- Recruitment activities geared to Graduate Students included: Online MA Information Session (11/10/23); Chair and a Faculty Member met with Associate Director International Student Recruitment (11/30/22) to discuss program and recruitment strategy; Chair and a Faculty Member participated in International Recruitment Event (presentation to International Recruitment colleagues) 02/02/23.

**Recommendation #13**

Follow up on the recent curriculum mapping exercise with curriculum review/renewal in all programs and engage in curriculum development for the new MA Applied Linguistic (General) program.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted and in the process of implementation.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving: Department  
 Responsible for resources: Department  
 Responsible for implementation: Department  
 Timeline: Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Form subcommittee to review undergraduate curriculum. Report to be submitted to departmental committee.	Chair/All	C		
Action #2 Submit revised calendar entry to UPC that reflects updated curriculum for 2021-2022.	Chair	C		
Action #3 Submit major modifications to ARC for program mergers and program name change.	Chair	C		
Action #4 Explore curriculum updates for MA(General) and Course-only pathway.	GPD	T	T	D

Comments 2021:

- Conducted thorough review of undergraduate curriculum fall 2020. Merger of SLS and HS to SLHS and undergraduate and Certificate levels necessitated significant revision to those programs and the Combined Majors of which they are a part. Other significant changes include: addition of two new courses to the calendar (4P11: Reflective Practice; 4P28 Research Methods in Linguistics), and the removal of several courses that had not be offered in many years, revision to calendar description for 4P21; changing Phonology from Year 2 to Year 3; changing Applied Phonetics from Year 3 to Year 2; adding PSYC 1F90 as a requirement for the Applied Linguistics/TESL program;



changing the name of the Applied Linguistics/TESL program from “subsequent” to “second” language; complete revision of the minor to make it more accessible to students; revision to the restriction on LING 1F25 to make it easier for students from other programs to transfer to DALS’ majors; reduction of required first year LING courses, allowing more elective options.

- Discussion with Dean of FoSS and Associate Dean Graduate (03/21) re: offering capstone course for Course-based students as a scheduled option to reduce supervision load and enable department to admit more students. Further curriculum discussions planned for January 2022 following GPD’s sabbatical.

Comments 2022:

- Made UG calendar changes for 2022-23 calendar which included the addition of a new course for majors and non-majors (Word Power), providing more options for Year 4 SLHS students, updating some course names, and refreshing the program description.
- Curriculum Discussions re: MA program delayed due to GPD’s leave.

Comments 2023:

- Department Strategic Planning meeting held (05/11/22) which included discussion of both UG and Graduate curriculum. Led to a few changes to UG calendar for 2023-24 including: removal of one course from the curriculum (LING 2P91); change to expand course options for students in SLHS with Major program.
- Potential revisions to MA curriculum were discussed at Strategic Planning meeting (05/11/22). No decisions were made at that time. Changes in leadership in GPD role have resulted in a delay in moving forward on this recommendation. A new GPD should begin July 1, 2023 with a mandate to resume work on this recommendation.

**Recommendation #14**

Work with the librarians to find places for formalized library orientations in Year 1 of each of the programs, as several faculty members suggested that students are weak in their research skills.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted and in the process of implementation. The Committee understands that the Department does not perceive this issue to be pervasive and that conversations with the reviewers may have been mis-characterized.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Department meeting discussion about students' strengths and weaknesses and need for steps to address.	Chair	T	O	

Comments 2021:

- As noted in ARCs dispensation, library skill instruction is not generally deemed a significant need by faculty. Thus, no new actions have been implemented. Some concerns have been raised about students' writing skills and we plan to discuss steps for addressing this at an upcoming departmental meeting. Discussion was scheduled for a March 2021 meeting but had to be postponed.

Comments 2022:

- Department meeting (Dec 2021) included discussion of concerns re: student performance. Chair followed up with Associate Dean UG and Dean and with their support facilitated a discussion at FOSS Council on impacts of pandemic on students' academic skills.

Comments 2023:

- No significant new developments in 2023.

**Recommendation #15**

Rotate optional special topics courses biennially.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be focused on improving course options for students. The Committee considers the recommendation to be accepted while not specifically committing the Department to offering special topics courses biennially as a way of addressing the intent of the recommendation.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Add new courses that address student needs/interests and remove courses that are no longer offered from the calendar.	Chair/All	C		
Action #2 Reduce number of required courses to allow students flexibility to select electives.	Chair/All	C		

Comments 2021:

- Actions to improve course options for students: LING 4P11 Reflective Practice and 4P28 Research Methods in Applied Linguistics added to the calendar; courses that are no longer being offered removed from the calendar to avoid misconceptions re: their availability; reduced number of required first-year LING courses by making LING 1P95 and LING 1P92 optional.

Comments 2022:

- Significant UG Calendar updates completed in 2021. Minor changes followed in 2022 including addition of one new course (Word Power), reducing restrictions on two Year 4 courses to provide more options for SLHS students.

Comments 2023:

- All actions completed in 2021-22.

**Recommendation #16**

Reinstitute the DALS Speaker’s Series as suggested by several faculty (Self-Study, p. 162).

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted and in the process of implementation. The Committee understands that the Department is now involved in a Speaker Series which includes but has broadened beyond DALS.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Form speaker series planning team.	Chair	C		
Action #2 Develop a launch event and plan for subsequent talks.	Subcommittee	T	O	

Comments 2021:

- Speaker Series Coordinator position developed and taken on by two DALS faculty members in February 2021. Launch event, scheduled for June 2<sup>nd</sup> 2021, will feature a public lecture on Aphasia, the topic of Speech & Audiology Canada (SAC)'s annual spring publication education campaign.

Comments 2022:

- Speaker Series in place with talks taking place three times per year - Spring, Fall, Winter. Thus far 3 events have been held and planning underway for 2022-23 events.

Comments 2023:

- Discussion at Department meetings in Fall 2023 re: re-visioning Speaker Series. Series put on hold to allow for discussions re: purpose of series, potential speakers and topics for future. Plans for discussions to resume Spring 2023.

**Recommendation #17**

Seek to establish a mechanism for monitoring the current status of former students to better understand student success relative to postgraduate study and/or employment.

**ARC Disposition of the Recommendation**

ARC considers the recommendation to be accepted and in the process of implementation.

**Implementation Plan (1<sup>st</sup> Priority)**

Responsible for approving:	Department
Responsible for resources:	Department
Responsible for implementation:	Department
Timeline:	Dean of Social Sciences to report by the end of academic year 2020/21

Actions	Responsibility	Year One	Year Two	Year Three*
Action #1 Chair meet with representative from Alumni Relations to discuss strategies for tracking graduates of programs.	Chair	T	O	

Comments 2021:

- Chair contacted Alumni Relations for discussion on tracking strategies. Meeting planned for late spring 2021.

Comments 2022:

- Chair met with representatives from Alumni Relations on two occasions. Chair received funding via Dean’s Discretionary Award to hire an Alumni Ambassador. This student developed and implemented an alumni survey. Results now being analyzed. Graduate Student Ambassadors hired via Dean’s Discretionary funds are developing a parallel survey for MA alumni.

Comments 2023:

- Survey developed in 2022 will be distributed to graduating students again this Spring. Graduating students are asked to provide non-Brock email address, to indicate their plans, if any, for work, travel, further study. Contact information provided will be added to database begun in 2022 so that we can follow-up with alumni.