

Sociology
2015 Annual Implementation Report

Submitted by: Lucy Luccisiano, Chair, Department
of Sociology
On: June 10, 2015

Recommendations from 2013-2014 Final Assessment Report

Recommendation: Develop a proposal for a curricular emphasis on Applied Social Research that does not increase the need for new resources and that relies mainly on teaching and supervision by full time faculty members in sociology or other programs (Reviewers' Recommendation #3).	
Responsibility: Department Chair	Implementation Date: January 2015
Additional Notes: Once the proposal has been developed, it will be submitted to the Faculty of Arts Curriculum Committee.	
<p>Progress to Date (check one): <input checked="" type="checkbox"/> Completed <input type="checkbox"/> In Progress <input type="checkbox"/> Other (please explain):</p>	
<p>Unit Response: The Applied Social Research Option was approved by the Senate on February 4th, 2015 and will take effect September 1, 2015. During the fall term 2014, ten departments/programs were consulted on the Waterloo campus and were invited to provide courses for the option.</p> <p>The option is available to both Sociology majors and non-majors campus wide. Advertising for the option is underway, information sessions were held in the winter term, the option is listed on the new Laurier web site, and CPAM has designed a brochure for the option. Information about the option was sent out to high school students (as part of the recruitment strategy) and Sociology students were also notified by e-mail. All 10 participating departments/programs were sent out posters and information to provide to their own students.</p> <p>During the summer/fall of 2014, and winter of 2015 the option was our key priority and an important accomplishment for 2014/2015.</p> <p>See link: http://www.wlu.ca/information-for/future-students/high-school-students/options-to-enhance-your-degree.html</p>	
Arts Decanal Response: Yes, this was done; good to see.	
PRS Comments: The committee considers this recommendation to be completed and there is no need to report on it further.	

Recommendation: Prepare a report listing what administrative responsibilities, within the dept. and within the university, have been assumed by each full time member for the last three academic years. (Each member can presumably provide this easily by drawing from their Annual Reports.) This report will include the approximate (average) number of hours per week during Fall, Winter and Sprummer spent on each administrative activity. If the report suggests that all faculty have assumed more than their fair share of administrative responsibilities, the Chair – in consultation with the Sociology DIC – will propose ways of reorganizing departmental administration in order to lighten the administrative

workload. If the report suggests that not all faculty have assumed a fair and equitable share of administrative responsibilities within the Department, or the University more generally, the Chair will present the Dean of Arts with recommendations for addressing that situation (Dean of Arts Recommendation).	
Responsibility: Department Chair	Implementation Date: January 2015
Additional Notes: The Chair will discuss this report with the Dean.	
Progress to Date (check one): <input type="checkbox"/> Completed <input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Other (please explain):	
Unit Response: The Chair has discussed this issue at several department meetings, and with the Quality Assurance Office (Sally Heath). In fulfilling this recommendation, the Chair designed a template or "service log" for each department member to fill out. This template was distributed to all faculty members in April of 2015. To date, a number of service logs have been submitted, but some are pending. Once all the logs have been submitted, the Chair will review and assess and determine next steps based on this analysis.	
Arts Decanal Response: I appreciate the delicate nature of these sorts of exercises, particularly in a department with several senior faculty members with established work patterns. My recommendation is for a fixed September 1 2015 reporting date, with the Dean receiving whatever information, and recommendations, the Chair might have.	
PRS Comments: The committee encourages the Department Chair to continue to work with the Dean of Arts on a solution to this recommendation. Please provide a brief update on the outcome of this recommendation in next year's report.	

Recommendation: The Department will develop a procedure for keeping track of its alumni, and – working with Alumni relations – will survey as many alumni as possible at least once a year (Reviewers' Recommendation #5).	
Responsibility: Department Chair and Graduate Coordinator	Implementation Date: June 2015
Additional Notes: Consult with Career Development Centre, Alumni Relations & FGPS Communications Coordinator.	
Progress to Date (check one): <input type="checkbox"/> Completed <input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Other (please explain):	
Unit Response: The Sociology department has discussed the issue at a D-I-C meeting. A committee will be set up in the fall 2015 to develop strategies to help track the undergraduate and graduate alumni. The Chair has had an initial conversation with the Quality Assurance Office (Sally Heath) about potential survey questions that would allow the program to use alumni data not only to keep track of its former students, but also to inform future changes to learning outcomes and program curriculum. The Graduate Program will be working with the undergraduate program to track alumni and will also seek support from Alumni Relations. A new M.A. Sociology blog is in development and will feature the stories of graduates who have gone on to pursue PhDs or enter the workforce.	

<p>Decanal Response: All good suggestions. I would suggest speedy action on this (a December 2015 report).</p> <p>Note that Harry Froklage, working with the Arts External Advisory Committee a year and a half ago, set up a survey of all Arts alums. Out of this work comes two suggestions: (1) contact Harry on the questions he used and the process he took; (2) ask him for the list of Sociology alumni who came out of this process. It would be a good place in which to start.</p> <p>FGPS Decanal Response: I agree. Good suggestions. I look forward to the blog.</p> <p>PRS Comments: Please provide a brief update on this recommendation in next year's report.</p>
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<p>Recommendation: The graduate program will develop and submit a proposal for the modification or deletion of existing fields (Reviewers' Recommendation #2).</p>	
<p>Responsibility: Graduate Coordinator</p>	<p>Implementation Date: Fall 2014</p>
<p>Additional Notes: Discuss proposal with FGPS Dean & bring through necessary Senate approval processes.</p>	
<p>Progress to Date (check one): <input checked="" type="checkbox"/> Completed <input type="checkbox"/> In Progress <input type="checkbox"/> Other (please explain):</p>	
<p>Unit Response: This recommendation was completed during the fall term. The Graduate Coordinator wrote a proposal to delete the fields of specialization in the M.A program and this proposal was approved by Graduate Faculty Council and by Senate in early 2015.</p>	
<p>Decanal Response: Well done.</p> <p>FGPS: Complete. I look forward to working with the program to facilitate the proposed degree name change.</p>	
<p>PRS Comments: The committee considers this recommendation to be completed and there is no need to report on it further.</p>	

Additional Comments (PRS): The committee appreciates the diligence of the Department in completing the implementation of two of the four recommendations that came out of the 2013-2014 cyclical review, and looks forward to an update on the two outstanding recommendations in next year's report.

Additional Recommendation from the Program Review Sub-Committee: At its November 11th, 2013 meeting, Senate Academic Planning approved the following motion: "that the Senate Academic Planning Committee, on the recommendation of the Program

Review Sub-Committee, approve the inclusion of a university-wide recommendation on each Annual Implementation Report that, prior to the next cyclical review, the program develop a means for assessing program learning outcomes.” A full explanation of the rationale behind the motion can be found here:

http://legacy.wlu.ca/documents/56385/PRS_Recommendation_for_Annual_Implementation_Reports_SAPC_Nov_11_2013.pdf