

Ongoing Improvement Progress Report

Instructions and Report Template

As part of the protocols outlined in Western's Institutional Quality Assurance Process (IQAP), to facilitate the continuous improvement of academic programs between review cycles, in connection with the Final Assessment Report (FAR) and Implementation Plan, a monitoring process will include an Ongoing Improvement Progress Report. The outcomes of this report will be considered as part of the program's next cyclical review.

The purpose of this report is to provide an update on the operationalization of the implementation plan following a Cyclical Program Review (or the review of a New Program). This should include a brief summary of actions taken by the Program and the Dean's Office since the completion of the review (usually about three years), as well as an update on the stage of implementation for all applicable items. These include:

- whether the action item(s) are in progress, complete or no longer applicable (with a brief explanation);
- the timelines of each item and how they are progressing or expected to progress, particularly if they are diverting from original timelines in the FAR and Implementation Plan, and;
- a short description of any other program developments and improvements that have taken place following the review.
- For new programs only, an evaluation of the initial administration and resourcing of the program.


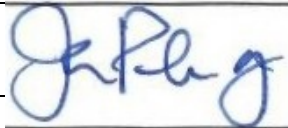
The following report template has been created for the program to report on progress made regarding recommendations presented in the Implementation Plan, and any other relevant program developments and enhancements.

- The program will complete the template and submit it to the faculty Dean's Office for sign-off.
- The program will then submit the completed Ongoing Improvement and Progress Report to the Office of Academic Quality and Enhancement (OAQE). Reports are due by June 30.
 - The OAQE will present all Ongoing Improvement and Progress Reports to SUPR-U/G for approval. Approvals, or any follow-up questions/concerns, will be communicated to the program and Dean's Office by the OAQE.
 - It should be noted that as per the requirements of the province's Quality Council, progress reports will be posted on the [reports page](#) of the OAQE website.

Ongoing Improvement Progress Report

French Studies, MA, PhD / Faculty of Arts & Humanities

Program	French Studies, MA, PhD	Faculty / Affiliated University College	Faculty of Arts & Humanities
Approval Dates of the Review	SUPR-G: January 18, 2021 SCAPA: February 3, 2021 Senate: February 12, 2021	Year of the Next Review	2027-2028
Link to the Programs Final Assessment Report (FAR)	https://www.uwo.ca/pvp/vpacademic/iqap/academic_programs/iqap_reports/artsgrad/2020%20French%20Studies%20Program%20Review.pdf		
If applicable, submission of follow-up report(s)	<i>Not applicable</i>		

	Name	Signature	Date
Program Chair/Director	Prof. Geneviève De Viveiros		Feb. 21 st 2023
Dean (or delegate)	Jan Plug		Feb 21st 2023

Progress Update on the Implementation Plan

Recommendation #1	Proposed Action and Follow-up	Responsibility	Timeline
Add years 3 and 4 of the PhD to the streamlining process.	-roadmap after proposal, -help forming supervisory committees, -clarify around milestones, -refresh and update web page	Graduate Chair Graduate Committee	September 2021
<p>Recommendation Implemented</p> <p> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially </p> <p>If no, or partially, is implementation on schedule with the timeline? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>			
<p>Progress</p> <p><i>What specific actions have been taken?</i></p> <p><i>A streamlined and reformed PhD program has been in operation since September 2021.</i></p> <p><i>We have revised our milestones and clarified procedures following IQAP and SGPS recommendations and guidelines (2020-21). During the 1st year of the PhD program, students have to submit a “Prospectus” that presents their thesis project; during the 2nd year, they have to write the “Examen de synthèse” or “Projet de recherche”, submit the “Bibliographie annotée” and “Projet de thèse”. The 3rd and 4th years of the program are now entirely dedicated to research and writing the dissertation. These revisions were approved by SUPR-G and Senate in Summer 2021. Following these changes, new policies were established that better reflect and support the program’s objectives. Internal administrative procedures such as forms and instructions were also revised to maintain clarity and efficiency in managing the program and ensuring excellent follow-up with students. Supervisory committees are suggested to students upon entrance to the program to assure good progress.</i></p>			

We have upgraded and improved our website to reflect these changes and maintain transparent communication with students.

Next Steps (if applicable)

What actions remain? Is there further follow-up?

Additional Comments

If applicable

Recommendation #2	Proposed Action and Follow-up	Responsibility	Timeline
Modify the Research Methods and Professionalization seminar	-identify seminar as an important feature of the program, -modify objectives to include the imparting of practical tips and knowledge, as well as supporting the cohort experience.	Graduate Chair, Graduate Committee	September 2021

Recommendation Implemented

Yes No Partially

If no, or partially, is implementation on schedule with the timeline? Yes No

Progress

What specific actions have been taken?

To better support the cohort experience and the program's objectives, this mandatory seminar is now offered in the first year of the PhD (instead of the 2nd year). The seminar continues also to be mandatory for MA students. The content of the seminar has been revised to include practical tips and knowledge that reflect the current challenges of graduate studies and the job market.

Next Steps (if applicable)

What actions remain? Is there further follow-up?

The next course offering in September 2023 will be taught by the Graduate Chair to ensure continuity and cohesion between the seminar's and the program's objectives. No future follow-up needed.

Additional Comments

If applicable

Note: The total number of expandable text boxes will be dependent on the number of prioritized recommendations appearing in the program's most recent Final Assessment Report (FAR).

Continuous Program Enhancement

What additional initiatives or changes has the program been working on in relation to continuous program improvement?

The program is continuously encouraging students to participate in various research and teaching projects including poster sessions, forums, interviews, writing workshops, and exhibits. The program is exploring outreach activities for future recruitment, such as the creation of new research groups, podcasts, and the organization of conferences.