

Two-Year Progress Report

Intercultural German Studies (MA)

July 2019

Background

This joint program with the University of Mannheim, Germany, was first accredited in 2011, and has not had a previous review before this one. A self-study for the *MA Intercultural German Studies* delivered by the Department of German and Slavic Studies (GSS) was submitted to the Associate Provost, Graduate Studies (APGS) [now Associate Vice President Graduate Studies and Postdoctoral Affairs], in September 2016, followed by a site visit by external reviewers in October 2016. A Final Assessment Report that provided a synthesis of the external evaluation and the internal response and assessments of this program was approved by Senate in October 2017.

Progress on Implementation Plan:

Recommendations

1. Change of admission requirements

Status: **completed**

Details: The recommendation was “to open [the program] to students [in] general German major programs...as well as in other fields in the humanities and social sciences.” The admission requirement was changed to: “A four-year Honours Bachelor’s degree (or equivalent) in German Studies or a four-year Honours Bachelor’s degree in the Humanities and Social Sciences if evidence justifying admission is offered (with sufficient German proficiency; normally level B2).” This was approved by Graduate Affairs Group (GAG) in Winter 2017 and became effective in Fall 2017.

The Fall 2017 change in admission criteria did not immediately result in a positive change in recruitment, as the Canadian admission to the program was only 1 student. However, in 2019, the Department has admitted 3 domestic students to the IcGS program.

2. Create a study position for a US student

Status: **in progress**

Details: The recommendation was “that the University of Waterloo facilitate the allocation of the funds to support one member of each year’s cohort from the United States.” The Department, together with the Dean of Arts, and the Provost, are currently discussing the finalization of this recommendation. The Dean has indicated his support for funding such a study position. Annual funding began in 2019, however the program

was not able to enrol a US student last year. Instead, the Department was given the go-ahead to admit an international student who just completed a BA at Western to the program. The program will be advertised robustly in the United States for the next admission cycle, given that the new Dean of Arts is still supportive of this initiative.

3. Promotion of the program at home and abroad

Status: **some completed, some in progress**

Details: The recommendation was that “Graduate Studies and the Faculty of Arts provide ample support for the production and dissemination of both paper and digital promotional materials, including posters, brochures, fliers, etc.” The reviewers also recommended the Department should “consider facilitating travel of current students or recent graduates to institutions around Canada to promote the program.” A meeting in January 2018 between the Department’s Chair, the Graduate Officer and the Arts Communication Officer facilitated these recommendations. With resources provided by the Faculty of Arts (photographer, designer), a new flyer for the IcGS MA program was designed and printed. Resources for travel for current students to promote the program have not been provided; however, those students travelling to conferences have promoted the program there. The Graduate Officer, as well as colleagues and students, have promoted the program widely at UW (in courses, at study fairs, to colleagues and students) as well as nationally in Canada (on listservs, at conferences, to colleagues and students). Systematic tracking of alumni has not been implemented due to limitations on staff time. The Department is currently seeking sustainable solutions to this ongoing problem.

The Department has recently improved tracking by using Facebook, LinkedIn, personal contacts, and a direct email blast. There is now an up-to-date database of alumni who have given permission to be contacted. In conjunction with our German colleagues, the Department is hosting an annual day in Mannheim/Germany with presentations and informal gatherings, and is also planning a regular newsletter to keep in touch with alumni and advertise for the program.

4. Importance of campus profile and visibility

Status: **in progress**

Details: The reviewers’ recommendation was to “encourage the Faculty of Arts and the Graduate Studies Office (now Graduate Studies and Postdoctoral Affairs) to highlight the IcGS program as a model of intercultural engagement and international institutional cooperation and experiential learning.” While the new IcGS flyer and the student videos will help with visibility on campus, the Department would welcome other ways to “highlight the IcGS program” (e.g. feature article in Arts brochure).

Recently, the Department has met with the Arts recruitment and marketing specialist and is in discussions about a feature article in the Arts brochure. The Department has also refreshed their Facebook presence and established an Instagram account to continually

promote the program. In addition, the website has been updated and the Department is dedicating resources to keep the website fresh and up-to-date as a survey has shown that this is the first point of entry for potential graduate students to the program.

5. Advising of students.

Status: **complete**

Details: The recommendation was for pre-departure workshops before students go to Germany as well as enhanced advising upon their return, as well as advising for the summer period during study abroad. The pre-departure workshops have now put into place, organized by the Graduate Officer, and as part of GER 600/700 (Research Methods). Through regular meetings with the Graduate Officer, faculty mentors, and advisors, there is now also a better advising system in place during the other months.

6. Funding

Status: **complete**

Details: The recommendation was to market the program as “fully funded.” While the program is indeed very well-funded, the Department has been hesitant to promote it as “fully funded,” since students applying for the program may understand this differently, and since supplemental funding secured through German/Erasmus funds are subject to change annually. The wording the Department has chosen instead in its flyer is: “Students receive scholarships and teaching or research assistantships covering standard tuition, travel, and living expenses at Waterloo and Mannheim.”

Explain any circumstances that have altered the original implementation plan

There are no alterations to the original implementation plan.

Address any significant developments or initiatives that have arisen since the program review process, or that were not contemplated during the review

The recent confirmation by the Dean of Arts to provide a special funding package for a US student will allow a US student to enter the program each year, starting with 2019. This will make the program more attractive nationally as well as internationally. For this joint program, the German partners (Mannheim University) secured a second round of [Erasmus+](#) funding, which will provide additional funding for all students in the program as well as allow staff exchanges to strengthen the ties for the program.

Updated Implementation Plan

	Recommendations	Proposed Actions	Responsibility for Leading and Resourcing (if applicable) the Actions	Timeline for addressing Recommendations
1.	<i>Change of Admission Requirements</i>	Graduate Officer rewrote admission requirements	Graduate Officer	Complete: November 2016 – vote in Department done; W 2017 – passed GAG
2.	<i>Study position for a US student</i>	Initial discussion with Linda Warley and Jeff Casello at December 2016 departmental meeting, further discussions with Dean June-July 2018	Graduate Officer/Chair initiated discussion; resourcing beyond department	Complete: Confirmation by the Dean of Arts July 2018 Annual funding to start in 2019
3.	<i>Promotion of the program at home and abroad</i>	<ul style="list-style-type: none"> • Promotion emails to German Studies lists in Canada/internationally, emails to colleagues at universities in the US sent; create IcGS flyer • Explore possibility of student travel for promotion • Devise strategies for better tracking of alumni • Promoting in first and second year courses (1st priority) 	Graduate Officer/GSS faculty; Graduate Officer/Faculty Associate Dean of Arts Pending on resourcing beyond department Department/Alumni Officer UG Officer	Recurrent: promotion emails done since Fall 2016; recurrent: will be done every year; complete: IcGs flyer Recurrent: student recruitment travel funds to be applied to with Associate Dean, Grad Studies on a case by case basis In progress and ongoing Complete since Fall 2017 – recurring: to be done in Fall and Winter terms & Bamberg Summer School
4.	<i>Campus profile and visibility</i>	Find strategy/plan for opportunities to promote the IcGS program on campus	Chair/Graduate Officer, Arts Communication Manager	In progress



5.	Advising of students <i>a) Pre-departure (esp. German system)</i> <i>b) Return and summer advising</i>	a) Make part of Fall workshops b) Discuss and create advising procedure plan	Graduate Officer, Library Liaison Graduate Officer/Department	Complete: in place since Fall 2017 Complete: new procedure implemented April 2017
6.	Funding	Explore other potential funds to leverage the costs for this international program	GSS faculty, Chair	Recurrent: in Fall (before application cycle) on a yearly basis.

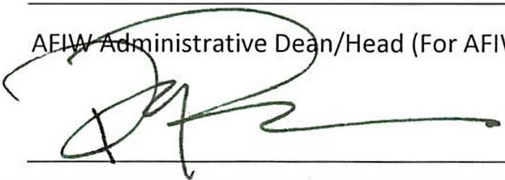
The Department Chair/Director, in consultation with the Dean of the Faculty shall be responsible for monitoring the Implementation Plan.



Date of next program review: _____
Date

Signatures of Approval:

 _____ *24.09.2018*
Chair/Director Date

AFIW Administrative Dean/Head (For AFIW programs only) Date
 _____ *25/ix/18*
Faculty Dean Date

Associate Vice-President, Academic Date
(For undergraduate and augmented programs)
 _____ December 10, 2018

Associate Vice-President, Graduate Studies and Postdoctoral Affairs Date
(For graduate and augmented programs)