

University of Saskatchewan

College of Graduate Studies and Research

Ph.D. Committee
Graduate Program Review Sub-Committee

Graduate Program Review

College of Graduate Studies and Research Guide

1998

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[Update January 2001: The template for CGSR Graduate Program Reports was under development at the time this Guide was written, therefore contents may not be identical with the outline presented here.]

Graduate Program Review College of Graduate Studies and Research Report Guide

Objectives

- To provide information to the Department under review with respect to the following aspects of the Graduate Program that relate to the quality of the education provided.

Information

The following categories of information should be addressed in the College of Graduate Studies and Research Report on the Graduate Program. Note that the College of Graduate Studies and Research will not be performing an assessment on the following information. It is provided to the Department under review to assist them in preparation of the Self-Study document.

The questions are intended to assist the College of Graduate Studies and Research in determining what relevant data to provide in the preparation of the College of Graduate Studies and Research Report by indicating the evaluative purposes for which they are needed. These are questions that will be asked and evaluated by the Graduate Program Review Committee, the External Reviewers, the Dean (College of Graduate Studies) and the Vice-President (Academic). They are provided as suggestions only.

1. Curriculum

Data:

- Past course offerings (as evidenced by graduate student programs).
- Present course offerings.

Questions:

- What do students say about the Department's courses and curricula in the College of Graduate Studies and Research Exit Survey and other information the College of Graduate Studies and Research has collected?
- What are the course and program requirements that graduates from this Department have needed for graduation over the review period?
- Other information available related to the Department's graduate curriculum?
- How many graduate classes are offered in the Department?
- Adequacy of course frequency of offering and course content.

2. Faculty

Data:

- Membership of the Department Faculty in the College of Graduate Studies.
- Number of graduate students.

Questions:

- Does the faculty have the appropriate academic and/or professional qualifications to support and development the program?
- Are faculty adequately involved in scholarly activities?
- Are faculty adequately involved with academic, professional and scientific organizations
- To what extent have faculty been recognized for their scholarly and/or professional work?
- In what way has the scholarly work of faculty made a significant contribution to the discipline?
- Are the teaching skills of faculty current and adequate?
- To what extent have faculty been successful in obtaining external research support?
- What is the quantity and quality of the research done in the Department?

- How does the research completed in the Department meet the mission and objectives of the program?
- Are the faculty competent in the conduct of research *and* the advancement and dissemination of knowledge?
- Are the qualifications of the faculty teaching the courses appropriate? Does their research/scholarship get transferred to the learning environment?
- Who are the adjuncts, associates and what are their affiliations?
- Do the adjuncts and associates add to the Department's graduate program?

3. Graduate Students

Data:

- Student demographics
- Past degrees
- Time to completion
- Thesis titles.
- Programs.
- Research Projects.
- Part-time vs. Full-time.
- Degrees offered/taken.
- Number of non-successful graduate students.

Questions:

- How many students have completed a portion of their program at another Canadian university (e.g., under the Western Deans' Agreement)?
- How many from other Canadian universities have completed a portion of their programs at the University of Saskatchewan?

4. Learning Environment

Data:

- Financial support.
- Graduate Scholarship statistics.
- Department Scholarship Equity Plan.

Questions:

- Are persons from outside the University of Saskatchewan (e.g., from industry, government) involved on graduate student advisory committees?

5. Administration

Data:

- Administration organization.
- Committee demographics.
- Program administration.
- Student evaluation procedures.
- Grievance Procedures.
- What have been the entrance requirements for students into this graduate program?
- What courses have been accepted as transfer credits into this program?
- Is the make-up of supervisory/advisory committees appropriate?
- Accessibility to supervisor and Advisory Committee members.
- Frequency of administrative problems?
- Frequency of adequate progress reports?
- Effectiveness of program management in comparison to other units?

- On average, what year in the program has a student's program of study been defined?
- Have there been waivers of the Department's requirements in, for example, the case of qualifying examinations?

6. Student Exit Survey Summary

Data:

- Financial.
- Infrastructure.
- Supervision.

Questions:

- Are there questions related to education equity on the College of Graduate Studies and Research Exit Survey? If so, how have they been answered by the students.
- What do students say about their opportunities to pursue interests outside their area of specialization on the exit survey?
- Have students in this program participated in recognized internship programs as part of their graduate program?