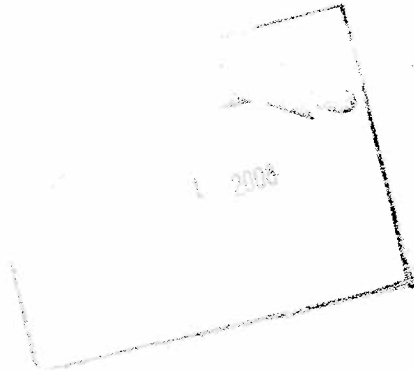




Faculty of Arts

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April 30, 2008

TO: Planning and Budget Committee
FROM: Reeta C. Tremblay, Dean, Faculty of Arts
SUBJECT: Department of Anthropology and Archaeology Action Plan

Please find enclosed the Department of Anthropology and Archaeology's Action Plan. The APR Panel has strongly recommended that despite its excellent reputation, the Department of Anthropology and Archaeology be divided into two separate departments (Department of Anthropology and Department of Archaeology). The APR expert panel cites intellectual reasons and a natural trajectory of growth of two units which have distinct academic and social cultures. Their argument for two units is further reinforced by the prevalence of similar separate departments of Archaeology and Anthropology at other Canadian universities. Given the seriousness of this proposal, I met with the whole Department to discuss this and other recommendations outlined in the APR Report. At the request of the Anthropology Unit, I have also met separately with its members. All members of the Department (both Anthropologists and Archaeologists) are unanimous that in order to realize their full academic potential - research and teaching - the two units should be separated. I find the arguments made by the APR expert panel convincing and compelling. This would allow each department to re-work its undergraduate and graduate curriculums and discipline specific problems. While the Archeologists need to address the issue of declining undergraduate enrollments, the Anthropology Unit needs to work on its ability to attract further external funding. These are two excellent units in the Faculty of Arts in terms of teaching and research. Were they not to separate, their growth would become stunted due to the lack of intellectual synergy between the two disciplines and the differing social and governance cultures. In the next few months, the Faculty of Arts will set in motion the proposal to be forwarded to Senate and to the Board for the creation of two separate departments – the Department of Anthropology and the Department of Archaeology.

Reeta C. Tremblay
Dean, Faculty of Arts

c: Dr. Peter Pope, Head, Department of Anthropology & Archaeology
Dr. Michael Collins, Interim Vice-President (Academic)

APR 23 2008

Received

DEPARTMENT OF ANTHROPOLOGY & ARCHAEOLOGY
MEMORIAL UNIVERSITY OF NEWFOUNDLAND

MEMO

FROM: Dr Peter Pope, Head, Department of Anthropology & Archaeology

TO: Dr. Reeta Tremblay, Dean, Faculty of Arts

DATE: 22 April 2008

RE: **Implementation of the Recommendations of the Academic Program Review Panel Regarding the Department of Anthropology & Archaeology**

Recommendation 1: That the Department of Anthropology and Archaeology be divided into a Department of Anthropology and a Department of Archaeology as soon as possible.

We accept this recommendation. As the APR Panel Report makes clear, Archaeology and Social-Cultural Anthropology operate in different pragmatic contexts, with different infrastructure needs. Separation will address outstanding issues noted in the Panel Report, with respect to governance, budgets and tensions transmitted to staff and students. As the Panel pointed out, this disciplinary separation is an intellectual evolution that is occurring throughout North America.

Responsibility: Dean, Faculty of Arts

Deadline: To be determined

Recommendation 2: That a complete review of all undergraduate courses and requirements be undertaken by both sections or departments... Particular projects which need immediate work are:

- a. First year courses – more consistency in class sizes and evaluation schemes.
 - b. More structured major/minor program with a mandatory field course.
 - c. Designation of some ARCH courses as lab courses.
-

Anthropology

We accept this recommendation and agree that we need a full curriculum review at this juncture.

Implementation: Anthropology faculty will collectively review and redesign the entire undergraduate curriculum for Anthropology. This review will consider the various details regarding curriculum mentioned by the APR report. The review will commence September 1, 2009 and the redesign will be completed and ready for submission for approval by the Faculty of Arts Undergraduate Committee on April 30, 2010. We recommend waiting until September 2009 to begin the review for a number of reasons. First, the Academic Program Review for the Sociology/Anthropology program will have been completed by September 2009. Our curriculum review will be much smoother when we know the status of this interdisciplinary program and its courses. Second, the dates coincide with the anticipated completion of the establishment of the Department of Anthropology and the appointment of a new Department Head – again, making the curriculum review and the implementation of changes a much smoother process. Finally, the aforementioned timetable will avoid potential confusion to undergraduate students in relation to their participation in the undergraduate program in Anthropology.

Responsibility: Incoming Head, Department of Anthropology

Deadline: April, 2010

Archaeology

The Unit is already engaged in this process. With the APR Panel's input the Archaeology Unit will re-examine its plans, finalize revisions and submit them for calendar approval. Recent fluctuations in enrollment make this review a high priority for the Archaeology Unit, which will need to complete plans before the summer field season, so as to be able to implement recruitment strategies in the Fall term of 2008.

Responsibility: M. Deal (Undergraduate Coordinator, Archaeology)

Deadline: June 1, 2008

Recommendation 3: That the Sociology/Anthropology Program be discontinued with due provision for the completion of degree programs by students registered as majors or minors at the time discontinuation is approved.

We do not accept this recommendation. All anthropology faculty believe that the Sociology/Anthropology Program offers an important interdisciplinary program to Faculty of Arts students. We strongly recommend that an Academic Program Review of the Sociology/Anthropology Program be undertaken before any changes in its current status are implemented.

Implementation: An Academic Program Review committee composed of anthropology and sociology faculty be set up to conduct a self-study of the Sociology/Anthropology Program. We recommend that the self-study begin September 1, 2008 and end April 30, 2009.

Responsibility: Dean, Faculty of Arts

Deadline: April 30, 2009

Recommendation 4: That a committee of Anthropology and Sociology decide:

- i. which current S/A courses should be retained as cross-listed courses that provide students registered in either department with credits that count towards their major or minor
- ii. which courses should be reclassified as Anthropology or Sociology courses
- iii. which courses should be deleted from the Calendar.

We do not accept this recommendation. Any steps to change or disband the Sociology/Anthropology Program should await the recommendations of the Academic Program Review of this program.

Recommendation 5: That the department budget(s) be based on graduate students FTEs [Faculty Teaching Equivalents] as well as undergraduate.

Both Anthropology and Archaeology strongly support this recommendation. These FTEs must include not only graduate courses but also the 0.5 and 1.0 units acknowledged to reflect the responsibilities of MA and Ph.D. supervision. Given the expansion we have pursued in our graduate programs, Anthropology and Archaeology will soon reach administrative impasse if we cannot count on budgets which adequately reflect our graduate teaching responsibilities.

Responsibility: M. Collins, Acting Vice-President (Academic)

Recommendation 6: That an additional office staff member be hired regardless of whether the disciplines split into two departments or not.

Both Anthropology and Archaeology strongly support this recommendation. The reorganization of our existing administrative support staff into two is the single most difficult challenge in implementing the recommendations of the APR Panel. The existing Department of Anthropology & Archaeology and the Dean of Arts should request a study by Human Resources of the appropriate staffing of the proposed new departments, with reasoned recommendations for job descriptions and for the process of filling new or re-designated positions. This study should be completed before June 1, 2008, to ensure that any changes to physical plant can reflect actual staffing needs and, even more important, to ensure that staff affected by the planned reorganization have ample lead-time before new staffing arrangements come into effect, 1 April 2009.

Anthropology

We strongly agree that a new Department of Anthropology should have two staff persons to provide support for faculty and students in delivering our undergraduate program, our three graduate programs (two MA streams and one Ph.D. stream), and our research.

Responsibility: Dean, Faculty of Arts

Deadline: December 2008

Archaeology

Already employs the equivalent of two administrative staff: half the duties of Administrative Secretary Marilyn Marshall and half the duties of Administrative Program Assistant Annette Sullivan plus the full time Archaeology Administrative Program Assistant, Karen Woosley. A Department of Archaeology will still need staffing at this level.

However, the Dean is not able to accept this recommendation at this time, and will review staff requests once the Departments are separated.

Responsibility: Dean, Faculty of Arts

Deadline: on-going

Recommendation 7: That a fact sheet listing the specific duties and responsibilities of the department head be prepared in consultation with faculty, office staff, and upper level administrators.

The present department would prefer to rely on the *Head's Manual* and on the advice and instruction of the Dean of Arts, on an on-going basis, rather than trying to draw up a list of the duties and responsibilities supposed to be peculiar to the head of our administrative unit. The future Departments of Anthropology and of Archaeology may wish to revisit this question.

Responsibility: Dean, Faculty of Arts

Deadline: December 2008

Recommendation 8: That the web site be up-dated on a continual basis.

Both sections of the present Department agree with this recommendation. The website has been revised as of Feb. 2008. The present and future departments will continue to make revisions to it.

Responsibility: Department of Anthropology & Archaeology

Deadline: on-going

Recommendation 9: That dedicated space be found for student societies.

All members of the present department understand the rationale behind this recommendation.

Anthropology

Implementation issues: When the Anthropology faculty are consulted about the division of space that will have to accompany the creation of two departments, we will be happy to think about the feasibility of the creation of dedicated space for our student society's activities. We recognize that both new departments will experience severe space pressures in the future. In the case of Anthropology, space will be needed for the creation of a new department office and new faculty hirings (the APR committee recommends the creation of at minimum three new positions in Anthropology on page 21 of the report). We also regard it to be important to maintain current space allocated to faculty, teaching, staff, graduate students, retired faculty and research activities.

Responsibility: Dean, Faculty of Arts

Deadline: September 2009

Archaeology

Archaeology was able to provide a small room for undergraduate students, until the physical reorganization of Queen's College in 2006. That space was an important element in maintaining an active and cohesive archaeology student group. We will do all we can to find another space for our student society.

Responsibility: M. Deal (Chair, Archaeology Unit)

Deadline: September 1, 2008
