



Centre for Institutional Analysis and Planning

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December 4<sup>th</sup>, 2012

Professor Donna Walsh  
Head  
English Department  
Memorial University  
St. John's, NL A1C 5S7

Dear Professor Walsh:

The Planning and Budget Committee (PBC) considered the academic program review of the English Department at its October 10<sup>th</sup>, 2012 meeting and wishes to express its appreciation to the unit for its participation in this process. The Provost and Vice-President (Academic) will arrange to discuss the review with you in the near future.

The primary purpose of formal Academic Program Reviews is to give units an opportunity to engage in formative self-assessment and to obtain the advantages of commentary and advice from experts from the disciplines under review. The anticipated outcome is a clearly articulated strategic direction owned by members of the Department that clarifies how a unit may best achieve its objectives with its available resources. From the perspective of the University, the process also provides a measure of accountability to the institution and to the public that support us.

The next step in the process is the completion of a one year update which is intended to be a progress report on the implementation of the action plan.

On behalf of PBC, I want to thank the Department for its work to date and wish you every success as you plan for the future. We look forward to seeing your one year update in October, 2013.

Yours sincerely,

A handwritten signature in black ink that reads 'Paul Chancey'.

Paul Chancey,  
Secretary, Planning and Budget Committee

- c. Dr. David Wardlaw, Provost and Vice-President (Academic)
- Dr. Doreen Neville, Associate Vice-President (Academic) Planning, Priorities and Programs
- Dr. L. Phillips, Dean, Faculty of Arts