

Minutes of Meeting  
Department of History  
April 25, 2005

Those present: Mr. Giffin, acting chair; Ms. Chirhart, Mr. Clark, Mr. Fischer, Ms. Foster, Mr. Hawkins, Mr. Hunter, Mr. Land, Mr. Olsen, Ms. Phillips, Ms. Shoemaker, Ms. Skinner, Mr. Stofferahn

Those absent: Mr. Nichols, Mr. Schneirov

Mr. Giffin called the meeting to order at 3:05 PM.

Mr. Hunter moved approval of the minutes of the February 21 meeting; Ms. Phillips seconded. The minutes were approved unanimously.

Announcements

Mr. Giffin thanked the department for their cooperation during his time as acting chair. He announced that enrollment figures are up over this time last year. Enrollment for the history department for fall 2007 stands at 585, compared to 485 this time last year. All classrooms in Stalker Hall should be tech-ready for fall 2007. Those faculty members who do not have keys for technology cabinets should get them. The university will switch to Blackboard 7 for fall 2007.

Mr. Stofferahn noted that the university will apparently be switching from Groupwise to Microsoft Outlook for its email system, although no announcement has been made. Mr. Giffin outlined procedures for faculty to report student behavior of concern. Faculty should report such behavior first to the college office. Students will then be referred to the health center and police notified. Professors should carry cell phones into classrooms.

New Business

Searches - the department is to set priorities with the understanding that few lines may be available. Mr. Olsen emphasized that history is one of the departments least likely to get new lines.

Mr. Hunter noted that the hiring of an Asianist is essential.

Mr. Olsen reported that the dean's way of justifying an Asian search is to link the position to some other field.

Ms. Foster said that we need to leave the secondary field open in order to get a good pool of candidates.

A number of faculty agreed that modern Asian history should be the first priority, with an effort to hire someone who can contribute to interdisciplinary studies.

Mr. Clark said we can also argue for needs associated with Social Science Education.

The department established the following priorities:

- 1) East Asia
- 2) Pre-modern World, excluding Europe and Americas
- 3) Local history, with an interdisciplinary secondary focus
- 4) Africa

Mr. Hunter moved approval of this list; Ms. Chirhart seconded. The motion was approved unanimously.

Undergraduate Advising - The department will need two additional advisers in fall 2007. Mr. Hunter volunteered to advise.

Ms. Foster noted that the department needs to create an instrument for evaluating advisement, which students would complete.

Mr. Giffin asked that a series of previously-taken electronic votes be entered in the minutes. They are as follows:

Mr. Nichols reported approval of History department awards for 2006-07 by a vote of 9-0-6.

Ms. Chirhart reported approval of a proposal for History 4/598 by a vote of 12-0-0.

Mr. Giffin reported approval of language concerning foreign language coming from School of Graduate Studies. Vote was 11-0-0.

Ms. Chirhart reported approval by a vote of 10-0-5 of proposal for H356.

Mr. Giffin reported approval by a vote of 12-0-3 of the nomination of Mr. Nichols for another term as the department's representative on the College Faculty Council.

### Committee Reports

Assessment - Mr. Giffin reported for Mr. Nichols that the assessment committee met on April 4 to continue its review of undergraduate assessment portfolios. The committee expresses its thanks to faculty for providing papers for the portfolios, and encourage them to do so through the end of the semester. The committee is conducting exit interviews with graduating seniors. The committee chair will submit a final report for the year to the department chair by May 1.

Budget - Mr. Fischer reported that all travel money had been encumbered.

Curriculum - Ms. Chirhart moved elimination of the M. A. in history with a concentration in labor.

Mr. Fischer seconded. The motion passed 10-0-0.

Graduate - Mr. Giffin reported in the absence of Mr. Schneirov, who was attending a meeting with legislators. He asked for approval of assistantships for fall 2007. Mr. Hunter moved approval. Ms. Skinner seconded. The motion was approved 10-0-0. Mr. Giffin noted that the department has received an additional \$2000 from college funds to cover fee waivers.

The committee recommended approval of a Plan for Graduate Student Outcomes Assessment, authored by Mr. Land and Ms. Skinner. Mr. Hunter moved approval. Mr. Hawkins seconded. The motion was approved 10-0-0.

The meeting adjourned at 4:30 PM

Respectfully submitted,

Rebecca. S. Shoemaker  
Secretary for Departmental Meetings