

History Department Meeting – February 7, 2012

Minutes

Present: Eric Jacobsen, Lisa Solomon, Brad Wright, Mary-Jo Wainwright;

Absent: Suzanne Gretz

1. **History Program PLOs:** Focus of discussion was completing Phase 1 of the History Program Program Learning Outcomes Report. Outcomes for the program were determined to be 1) Successful completion of History 280 Research Topics capstone course for the major; 2) Graduation with AA Degree in History from IVC; (3) Successful transfer to 4-year universities in History, Social Science or Liberal Studies. Assessment of these outcomes will be dependent on data produced by IVC and data completed by faculty member teaching Hist 280.
2. **History Course SLOs:** assessment of History course SLOs this spring and basic information on process was discussed. New U.S. history SLOs are being assessed this spring. Each course should be assessed once a year or whenever it is taught. Part-time instructors are to be included in SLO process. New course level SLO assessment report provided by college should be used for reports this Spring. SLO reports should be turned in to Toni Pfister and Elvia in the Division office.
3. **Substantive Change Proposal for History Degree:** This requirement was only disclosed today and therefore discussion was preliminary. Need more information on what is required for accreditation. History degree was approved in 2006/2007. Do we do a report of program or have to do the whole proposal? Eric indicated that he thinks the Academic Senate needs to be involved with this. Information for this report would come from the documentation created for approval of the degree. Report due by March 1. Need history faculty to take lead but need more guidance from Academic Senate and chair/dean/administration.
4. **Credit by Exam for history courses:** Discussion regarding whether or not to offer Credit by Exam for any of the history courses. It was decided to not offer credit by exam at the current time. Eric will send info to Carol Lee.
5. **Honors Program pilot** – Do we want to designate any history courses as honors courses? Discussion about which history courses might be offered as part of the pilot Honors program. Should Hist 280 or other 200 level courses be designated

or can any history course be chosen based on instructor willingness to participate since there is no compensation for this. Lisa will get more information from the Honors Program committee and bring it back to the History Department.

6. **Prerequisites for History Courses:** Lisa said she had received approval for prerequisites to be required for one of her courses. Discussion held on whether all history courses should have prerequisites? Eric indicated there may need to be state level approval for prerequisites. History faculty need more information on this and will continue discussion at next meeting.
7. **History Schedule for Summer/Fall 2012:**
Preliminary discussion of Fall 2012 history schedule/summer – brief discussion on possible schedules for Fall 2012. Have to wait to hear about cuts to classes, reassign time for faculty members.

Other items on agenda were put over to next meeting.

It was determined the best meeting times for history meetings this semester will be Tuesdays from 3 to 4 p.m.

Meeting adjourned 4:10 p.m.

Agenda and Minutes prepared by Mary-Jo Wainwright