History Department Meeting – October 25, 2012

Agenda and Minutes

Present: Eric Jacobson, Brad Wright, Suzanne Gretz, Mary-Jo Wainwright, Lisa Solomon

1. U.S. History SLOs: Finalized a new third SLO for both Hist 120 and 121. New third SLO is: "Explain and analyze the key information contained in a primary source document."

Assessment tools and primary source documents discussed for the new third SLO were discussed. The following was decided:

Hist 120: Suzanne and Mary-Jo will work on this. Gettysburg Address chosen for assessment.

Hist 121: Brad, Lisa and Eric to work on this. Martin Luther King, Jr.'s "I Have a Dream" speech chosen for assessment.

Each group will finalize their assessment tool and send to Mary-Jo for distribution to all faculty to use in Spring 2013.

Problems with new deadline for SLO Assessment reports by end of semester were also discussed. Faculty will need to get data in quickly.

- 2. Book List for Course Outlines of Records discussed. No additions added at this time. Remind faculty must add any new book to COR before use in class.
- **3.** Evaluation of Part-time faculty to be done in Spring 2013. Kevin White will determine which part-time history faculty need evaluating and solicit full time history faculty to participate.
- **4.** One part-time history instructor application received. Mary-Jo reviewed application. Applicant has BA in history/MA in Humanities, which meets minimum qualifications. Kevin will arrange an interview, history faculty will participate.
- **5.** Further discussion of History TMC development.
- **6.** Kevin discussed possibility of including history course in new pilot Honors program, movement of maps from Room 504 and VHS conversion.

Meeting began at 12:00 p.m. and adjourned at 1:00 p.m. Agenda and Minutes prepared by Mary-Jo Wainwright