**Department Chair Meeting Minutes**

**College of Arts and Sciences**

**January 31, 2012**

The meeting was called to order at 8:04 a.m. on Tuesday, January 31, 2012. Dr. Vagn K. Hansen, Dean of the College of Arts and Sciences, presided. Department Chairs present: Ms. Chiong-Yiao Chen, Dr. Paul Kittle, Dr. Brent Olive, Dr. Gregory Pitts, Dr. Phil Bridgmon, Dr. Larry Adams, Dr. Robert Garfrerick, Dr. Craig Christy, Dr. Bill Strong, Dr. Christopher Maynard, Dr. David Muse, COL Jose Atencio for LTC Michael Snyder, Dr. David McCullough, Dr. Brenda Webb, Dr. Richard Hudiburg, Dr. Joy Borah, and Dr. Craig Robertson. Debbie Tubbs took the minutes.

1. **Approval of Minutes from January 19, 2011.** The minutes were approved by consensus.
2. **Curriculum Proposal from the Department Biology**. Dr. Kittle made a motion to increase all biology course fees from $30 per credit hour to $50 per credit hour and the motion was seconded. He included in his proposal a three page justification for laboratory fee increases, cumulative inflation, and how long it has been since the University as a whole addressed an increase in special fees. There was in-depth discussion on this topic and after the vote, the motion was unanimously adopted.
3. **Curriculum Proposals from the Department of Military Science.** Colonel Atenciomade a motion to consider his two proposals to add five new courses and the motion was seconded. He explained that MS 493, 494, 495, and 496 were formerly special topics courses and because of the Federal funding allowing payment for one course, one time, these new courses will allow students to get credit and also financial help with tuition. MS 314 will be taught in the mini-semesters and will prepare cadets to attend and successfully complete LDAC (MS 313). The motion was unanimously adopted.
4. **Curriculum Proposals from the Department of History and Political Science**. Dr. Maynard made a motion to add a concentration in public history to the M.A. History program and the motion was seconded. Dr. Maynard passed around a handout on a summation of the new courses and new concentration (attached to these minutes). Dr. Hansen interjected that he thought that any time there were more than three courses being proposed that all departments provide a handout such as this one. During the discussion period on this proposal various topics were considered and the motion was unanimously adopted.
5. **Departmental Guidelines for Tenure and Promotion.** Dr. Hansen started this discussion by passing out a handout of a draft that had suggested changes from the two groups that met last week. He shared his intent that if these procedures are adopted by our college, they would be placed after the cover sheet and before the departmental guidelines. He went over the draft with the department chairs and made notes on suggested changes, told the group that he would email the suggested changes to the draft to them today, asked them to poll their faculty and send an email with a yes (adopt) or no (don’t adopt) to him by 4:00 on Wednesday, February 1, 2012. There was discussion as to whether the guidelines should require a three-fourth majority or a simple majority; Phil Bridgmon suggested a simple majority, there was no opposition to this, and the adoption of these revised guidelines will be decided by a simple majority.
6. **Report from COAD.** Dr. Hansen stated that he would report on COAD items from January 30 at the next meeting.
7. **Other.**

-Paul Kittle asked about replacement of old computers (his is six years old) and Dr. Hansen replied that he knew that replacements are in process.

-Chris Maynard shared that Faculty Senate is considering granting full professor rank without a terminal degree and stated that if anyone had concerns about this to talk with their department’s Senator.

The meeting was adjourned at 9:27 a.m.

(see next page for information on the concentration in public history)

**History/Political Science Curriculum Changes (January 2012)**

 Creation of new graduate concentration in Public History

**Master of Arts Degree in History with a concentration in Public History** requires a minimum of 33 semester hours of credit and includes the following core and options:

Hours

Core Courses of Study…………..………………………………..... 15

HI 605, Historiography and Methodology

HI 611, Studies in U.S. History to 1877

HI 612, Studies in U.S. History Since 1877

HI 621, Studies in World History to 1815

HI 622, Studies in World History Since 1815

Elective Courses of Study (including at least 12 hours from

the following Public History electives) ……………………………..18

HI 575, Public History

HI 576, Oral History

HI 577, Digital History

HI 670, Historic Preservation and Cultural Resource Management

HI 671, Museum and Archival Management

HI 679, Public History Internship

THESIS OPTION: students choosing the Thesis Option must complete HI

695, Thesis (6) in addition to the core and 12 additional semester hours of 500-600 level Public History electives.

**Thesis Defense:** students choosing the thesis option must enroll in and satisfactorily complete HI 699, Thesis Defense.

NON-THESIS OPTION: students choosing the Non-Thesis Option must complete six hours of seminar coursework (any combination of HI 640, Seminar in U.S. History and HI 641, Seminar in World History) in addition to the core and 12 additional semester hours of 500-600 level Public History electives.

**Comprehensive Examination:** students choosing the non-thesis option must enroll in and satisfactorily complete HI 698, Comprehensive

 New Courses

HI 475/575, Public History (3 hours)

The professional nature of public history, the interpretation of history for diverse audiences, and the application of historical methods in the wider world. Combines reading and discussion, interaction with practicing professionals, and possible experiential learning component.

HI 476/576, Oral History (3 hours)

Exposes students to the use of oral history as a research technique and provides experience in conducting professionally acceptable oral history interviews.

HI 477/577, Digital History (3 hours)

The current and potential impact of digital media on the theory and practice of history. Explores a range of production of new media history resources, including both practical work on project management and design.

HI 670, Historic Preservation and Cultural Resource Management (3 hours) The identification, preservation, and maintenance of historic sites and artifacts. Explores regulatory policies and procedures employed by federal, state, and local agencies in the work of identifying, evaluating, recording, preserving, and managing the historical, architectural, and cultural resources of the United States.

HI 671, Museum and Archival Management (3 hours)

History and philosophy of museums, especially historical museums; organization and operation; planning exhibits; educational activities; and public relations. The nature of archives; various types of records; arranging and processing archives; restoring and protecting records; archival institutions, policies, and procedures.

HI 679, Public History Internship (3 hours)

Internship with a public or private historical agency or institution of regional or national significance. Enrollment limited to students in the Master of Arts in History program with an emphasis in Public History.

 Minor Course Revision

HI 641, Seminar in European History changed to

HI 641, Seminar in World History