

HISTORY DEPARTMENT ANNUAL ACTION PLAN (2004-2005)

INSTITUTIONAL GOALS	DEPARTMENTAL GOALS AND OBJECTIVES	METHOD OF ATTAINMENT	RESOURCES (NEEDS, COSTS, SOURCE OF FUNDS)
INSTRUCTION			
1. To ensure that students read, write and speak effectively.	Improve quality and coherence of general education and elective courses.	Emphasize essay skills in exams and assignments; emphasize oral communication skills in discussion.	Existing departmental budget
2. To ensure through a strong core curriculum, that students acquire a basic knowledge in humanities, mathematics, the natural sciences and the social sciences.	Improve quality and coherence of general education and elective courses.	Maintain a strong and balanced offering of history courses. Offer students the alternatives of Western Civilization and World History as part of the General Education curriculum.	Existing departmental budget.
3. To train students in methods of scholarly inquiry, scientific research and problem solving.	Improve quality and coherence of general education and elective courses.	Emphasize essay and research skills in exams and assignments and develop a new course on Historical Methods for beginning History majors.	Existing departmental budget.
4. To encourage students to develop a life-long commitment to learning.	Improve quality and coherence of general education and elective courses.	Through lectures, discussions, and assignments.	Existing departmental budget.
5. To help students identify their goals and develop means of achieving them.	Counsel students on the uses of studying history.	Personal consultation with students; departmental forums; handbooks for majors; implement new advising program for majors.	Existing departmental budget.
6. To help students understand and respect people from diverse backgrounds and cultures and to encourage development of a global outlook.	To develop respect for the common themes of human existence and the diverse ways peoples at other times addressed them.	a) Through lectures, discussions, and assignments b) Develop plan to commemorate the AA cemeteries on the site of the new library.	a) Existing departmental budget. b) \$12,500 grant from the City of Charleston.
		c) Explore initiating Honors World Civilization Program.	c) Existing departmental budget.
		d) Foster student participation in international and domestic exchange programs and community programs.	d) Existing departmental budget.

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7. To encourage students to become conscious of the importance of the political, social, economic and scientific issues of their time.	Improve quality and coherence of general education and elective courses.	Through lectures, discussions, and assignments.	Existing departmental budget.
8. To offer students a broad range of educational programs, including those leading to a variety of careers.	Enhance comprehensiveness in all areas of history: Europe; USA; Asia, Africa, and Latin America.	a))Hire new tenure-track line Women's history with subfield in 19 th /20 th century Europe and/or migration/diaspora studies. b)Hire new tenure-track line in environmental history.	a) New line requests @ \$44,000 each or \$88,000, increased department budget.
		b) Publicize courses and minors.	c) Existing departmental budget.
	Strengthen offerings in Southern history and South Carolina Lowcountry.	Continue to develop the Program in South Carolina Lowcountry and Atlantic Studies.	a) Existing funding from Dean of HSS.
	Participate in interdisciplinary programs: African Studies, African American Studies, Jewish Studies, Honors Program, British Studies, Women's Studies and Study abroad Programs.	a) Release requisite department faculty to teach occasional courses for Interdisciplinary Programs.	a) Existing departmental budget, and monies for adjunct replacement.
		b) Participate in the Organization of African Unity (O.A.U.) and Consortium on Revolutionary Europe.	b) Existing department budget.
		c) Work with Urban Studies and Art History on curriculum and staffing and further develop Program in Historic Preservation	c) Existing departmental budget this year, may require additional line and/or funds in the future.
		d) Strengthen departmental ties with the University of Versailles--Saint-Quentin, Nene College and develop other undergraduate exchange programs.	d) Existing departmental budget.

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9. To design and conduct graduate programs which meet the needs of the community and are consonant with the academic mission of the College.	Continue to conduct an M.A. Program in History which meets the needs of the community consistent with the academic mission of the College.	a) Integrate the graduate program into the department in terms of budget, relevant committees, and proposed Institute of Lowcountry and Atlantic World.	a) Existing departmental budget .
		b) Strengthen departmental ties with the University of Versailles--Saint-Quentin, Nene College and develop other graduate exchange programs.	b) Existing departmental budget
		c) Utilize expertise of extra-departmental scholars, when appropriate (e.g., T. Rosengarten).	d) \$5,200 (based on past practice) from the Dean of the School of Humanities.
	Contribute to interdisciplinary M.A. in Historic Preservation.	Work with Urban Studies and Art History as well Clemson and USC in planning program.	From existing resources.
10. To help students acquire depth of knowledge and competence in at least one academic discipline, including:	To help students acquire depth of knowledge and competence in History.	Offer a range of History courses with broad chronological and geographical coverage.	Existing departmental budget.
FACULTY, STAFF AND STUDENTS			
1. To recruit and retain a faculty that is well-educated, supportive of the academic mission of the College, sensitive to students and community needs, active and productive as scholars, and enthusiastic and able as teachers.	Substantial merit and equity raises.	Implement Faculty Compensation Plan.	Funds from Faculty Compensation Plan Implementation.
	Maintain and improve faculty skills and performance.	Evaluation by peers and chair.	Existing departmental budget.
	Improve faculty information-technology skills.	Encourage faculty participation in computer classes.	Library or Academic Computing sponsored workshops.
	Assess departmental teaching effectiveness.	a) Examine student evaluations, portfolios, reflective essays, senior seminar papers; survey alumni biennially.	a) Biennial support from Academic Affairs and department budget.

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		b) Develop peer review procedure as part of assessment of teaching.	b) Work with Center for Effective Teaching and Learning; existing departmental budget.
2. To recruit and retain an effective and well-trained staff, sensitive to the needs of those whom they serve and committed to supporting the academic mission of the College.	Substantial merit and equity raises.	State funds.	TBA
3. To identify, recruit and retain students whose records indicate a good likelihood of success in a college that emphasized academic excellence.	To identify, recruit and retain such students as majors.	On-going participation in Orientation and Advising.	Existing departmental budget.
4. To create a community of scholars in which a sense of mutual trust and respect permeates the interaction among students, faculty, and staff.	To create a community of scholars in which a sense of mutual trust and respect characterizes the interaction among students, faculty, and staff at the departmental level.	Department retreat and social functions.	Existing departmental budget.
5. To encourage and support an active intellectual, cultural and social life on the campus beyond the classroom.	Maintain a program of outside speakers and faculty seminars, and student forums.	Invite at least three (3) speakers per year from other universities; cooperate with funding speakers for Women's History Month; Black History Month; Lowcountry and Atlantic World faculty seminars, and other interdisciplinary activities; use international students as speakers.	Existing departmental budget.
ADMINISTRATIVE SERVICES			
1. To insure for all persons equal opportunity and access to employment, admissions, and programs and services for the College without regard to age, sex, race, national origin, color, religion, or physical handicap.	To insure for all persons equal opportunity and access to employment, admissions, and programs and services for the Department without regard to age, sex, race, national origin, color, religion, or physical handicap.	On-going sensitivity to these concerns.	Existing departmental budget.

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2. To encourage faculty research and development and provide an environment which enables faculty members to participate in the search for knowledge.	To encourage faculty research and development and provide an environment which enables faculty members to participate in the search for knowledge at the departmental level.	a) Allow a 9-hour teaching load for faculty actively engaged in productive research and scholarship.	a) Existing departmental budget.
		b) Increase R&D budget.	b) External grants or Capital Campaign.
		c) Increase travel budget.	c) External grants or Capital Campaign.
		d) Apply for grants from faculty R&D Committee and from external agencies.	d) No cost
3. To secure and effectively manage funds necessary to maintain the College's academic programs and support services.	To secure and effectively manage funds necessary to maintain the Department's academic programs and support services.	a) Annual and Three-Year Plans to request funds.	a) Existing departmental budget.
		b) Effective management of funds by chair and administrative assistant.	b) Existing departmental budget.
4. To provide systems of campus governance which are responsive to the concerns of students, faculty, staff, and trustees.	To participate in campus governance.	Participate on college committees and Faculty Senate.	Existing departmental budget,
5. To acquire and maintain facilities and equipment necessary to support the goals of the College.	Provide administrative, clerical, and technical support for teaching, research, and service activities.	a) Secure additional office space for existing personnel and additional office space for new lines, visitors and adjuncts; secure additional classroom space, including seminar rooms.	a) Utilize Maybank 300 or other space for offices; participate actively in campus planning for use of appropriate "historic" structures for new department facilities.
6. To maintain a library that provides materials which are necessary for a strong, modern program of instruction in all academic departments.	Use Sheridan Fund to help the library build its historical collections.	Recommendations to library staff,	\$1,000 from the Sheridan Fund.
	Help Office of Media & Technology (OMT) build its video collection.	Recommendations to OMT staff,	Existing departmental budget.

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COMMUNITY SERVICE			
1. To serve as a community resource for information and expertise.	To serve as a community resource for information and expertise.	Be available to media and community groups.	Existing departmental budget.
2. To design and conduct a continuing education program which meets the needs for the community.	To design and conduct a continuing education program in History which meets the needs for the community.	a) Offer late afternoon and evening courses and participate in adult and community education courses and summer outreach programs.	a) Existing departmental budget.
3. To offer cultural events for the community.	Maintain a program of outside speakers and student forums.	Invite at least three (3) speakers per year from other universities; cooperate with funding speakers for Women's History Month; Black History Month; Lowcountry and Atlantic World Faculty seminars, and other interdisciplinary activities; use international students as speakers.	Existing departmental budget,