

DEPARTMENT OF HISTORY
Meeting Minutes

Date of Meeting *August 28, 2009*

Present: Alicia Barber, Scott Casper, Michael Coray, Linda Curcio, Greta de Jong, Dennis Dworkin, Neal Ferguson, Frank Hartigan, Martha Hildreth, Bruce Moran, Hugh Shapiro, Kevin Stevens, Allison Tracy, Charles Tshimanga-Kashama, Barbara Walker

Welcomes and Introductions

Casper welcomed Michael Coray back to the Department of History, and Allison Tracy, new coordinator of the Oral History Program; and thanked Moran for serving as Chair of the Department last semester.

Budget

The University took a 12.5% cut this fiscal year; this includes furloughs for classified and untenured employees, reductions to state operating budgets, and increases in student fees. Tenured faculty was not affected due to how their contracts were worded but will be affected next year by a teaching workload increase, the details of which have not yet been worked out.

Dworkin asked whether UNR's hit bigger than UNLV's. Casper replied that it was, due largely to UNLV's larger share of "hold-harmless" funds. Walker asked whether the community colleges took similar cuts. Casper replied that he wasn't sure. Tshimanga-Kashama asked whether there could be further cuts. Casper answered that if the budget is still not looking good, the governor could call another special session, but nothing is clear at this point.

- **University Picture of the Budget**

UNR has gone to a decentralized budgeting system. Salary and retirement savings previously went to the Provost's Office and then were allocated to colleges. Now, the money and position number will stay in the college when someone retires or leaves. As a result, more money will be controlled in the college but it also means that CLA will not be able to go to the Provost asking for extra funds. Because of this change the college is now able to offer nine continuing faculty searches this year.

Because a number of CLA retirements involve high salaries this year, the college will actually be able to search for more positions than are being vacated. The Dean hopes that over the next few years some of the positions whose funding was eliminated in recent budget cuts will be restored.

Walker asked whether the dean will continue to restore these positions as pay goes up for additional colleagues. Casper replied that the Dean is offering better employment packages with all new hires than had been done in the past, including discipline-based comparisons with the national job market.

This new budget change has also affected one-time money (1 year money) in CLA. This year we have an unusual bonanza \$410,000; after fixed annual

expenses are met, approximately \$275,000 will be available. The Dean has created a priority list of how this money may be spent.

- Faculty travel
- Computer replacements (5 years or older, or non-functioning)
- Fund searches (\$2,000 each)
- Center for Arts architectural plans (loan to allow start of fundraising)
- Reserve funds if Legislature imposes more cuts
- Summer research stipends for new junior faculty
- Support Departments with moderate assessment needs or graduate program advertising.

- **Department Budget**

The majority of the department budget is spent on utilities (phones, copying, supplies) and the student worker. Because of the search, the department will be spending most of the operating budget on those expenses even if that means saying "no" to other things faculty might want, at least early in the year. The Noble Endowment money has been disbursed to spend, however. The hosting fund is anemic, and the department is not allowed to use any state money on receptions or graduate meetings. When the department gets gifts from donors, the funds are normally donated into scholarships so if anyone wants to contribute any money to the University, please keep the hosting account in mind.

- **Searches**

The Department will be able to search for Hartigan's position (placed as number five on the Dean's list for searches). Casper appointed the following search committee: Stevens (chair), Curcio, Moran, and Walker. Casper asked faculty to let Stevens know if they wished to be involved in the conversations about defining the position. A decision should be reached within the next three weeks before September 25th; a draft of the advertisement would be ready for the next meeting.

Comments ensued about the timeline of search and whether or not it would be faster to not go through the AHA process. Faculty came to the consensus that the AHA would ultimately save time and money to wade through the initial wave of applicants. Casper expressed how crucial it is to make a hire: if the first few finalists do not yield a hire, the department should keep going down the list.

Given future retirements as well as the existing vacant position (formerly Nolan), another working group will convene to discuss needs and opportunities for future hiring in U.S. history. Casper appointed de Jong to convene this working group.

- **Tenure & Promotion**

Tshimanga-Kashama has submitted materials; all external reviews have come in and will be available no later than September 4. Faculty can review the materials from 8-5 Monday through Friday. Faculty may take the materials to a department office, but not out of the building. Tenure track faculty will meet on September 10 to discuss and vote on the application packet, which is due to the Dean's Office on September 15.

- **Announcements**

-Travel Guidelines: if any faculty has a business trip whether funds are requested, and regardless of what time of year it is, a travel request must be filled out.

-Leave Slips: if you are going to miss a class for any reason, a leave slip must be filled out.

-NEH Summer Stipends: highly competitive but someone in CLA was awarded one last year. Two people can be nominated for this and the guidelines are on www.neh.gov.com. The deadline for submission to CLA is September 8.

-CLA Scholarly and Creative Activities Grants Program: grant for research, books conference, travel, research in the archives, field work and more. September 17 is the first deadline; Casper needs applications by September 10 in order to write the chair's letter of support.

-Keys: The building has been rekeyed, and everyone was issued new keys with the exception of Baryol's office (for reasons of security and confidentiality) The chair, graduate and undergraduate advisor will be the only faculty with access to that office. Discussion ensued about making a master key available (hidden) for faculty who lock themselves out of offices.

-Front Desk: please refrain from using the front desk computer and front desk while Melanie Nowlin, the student worker, is on duty.

- **Committee Appointments and Charges**

-Undergraduate Committee: Stevens (chair), Coray, Dworkin, Moran, Tshimanga-Kashama. This committee will review USAC course proposal issues and draft new guidelines for what USAC classes should entail; and will complete guidelines for awarding recipients for the Leonard Scholarship.

-Graduate Studies Committee: Shapiro (chair), Curcio, de Jong, Hildreth. This committee will evaluate and consider the objectives and requirements of the MA program.

-Public History Committee: Barber (chair), Raymond, Rowley, Walker. This committee will work on developing the public history offerings and the articulation between Oral History and the Department of History.

- **Undergraduate News (Stevens)**

The size of the BA program is getting larger, now at 211 majors and students still declaring. de Jong suggests from previous experience to check in a few weeks after enrollment is closed, because the numbers change dramatically.

History 499 has enrolled about 20 students. Stevens encouraged faculty to accommodate students seeking thesis advisors, and encouraged faculty teaching History 300 to remind students of the need to find an advisor for History 499. Stevens will this semester's History 499 deadlines to the faculty. The first deadline is September 9 when the first preliminary proposal is due. The thesis presentations this semester will take place December 9, 10:00 a.m., in the Knowledge Center instead of the Student Union, Lunch will be held in the Graduate Reading Room.

Graduate News (Shapiro)

Shapiro noted that several TAs have time available for assisting faculty with grading, proctoring, etc.; faculty should contact Shapiro with requests for this time.

- **Miscellaneous News**

Ferguson: if anyone is looking for good software to edit DVD's please consult with him. He spent \$80 to buy his last software and it works great. Casper suggested Ferguson make a presentation at the next regular meeting.

Shapiro: according to a new Humanities study, Humanities majors are the up and coming majors in the work place. Thinks we might put a link to the article up on the webpage.

Meeting adjourned 2:30