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Memorandum of Understanding

History Department
College of Liberal Arts
March 2017

This Memorandum of Understanding outlines the consensus reached by the History Department, the College of Liberal Arts, and the Division of Academic Affairs, based on the recently conducted program review. It describes the goals to be achieved, and the actions to be undertaken by all parties to this MOU to achieve these goals, during the next program review cycle. Progress toward goals is to be addressed in the biennial report.

The previous program review for the History Department concluded in 2010. The principal action items in the MOU focused on the assessment of student learning. Specifically, the department committed to continuing its assessment of direct evidence of student learning in the portfolio course 301; to adding indirect measures of student satisfaction and alumni outcomes; to incorporating assessment at strategic points throughout the bachelor's degree; and to assessing General Education outcomes in both GE and the major. The current self-study provides information only on GE assessment for the review period.

A number of strengths were identified in the program review process. The external reviewers were enthusiastic about the suite of undergraduate core courses, considering them to be "a significant pedagogical model." The department's nationally recognized *History Teacher* journal was considered a special strength, as was the cross-campus teacher preparation program. It was noted that CSULB has the largest Social Science Credential program in California, and that the contributions to innovative pedagogy in History are widely acknowledged. The faculty were found to have strong records in research and publication.

Issues raised by the review focused primarily on assessment and on student success and enrollment in the master's program.

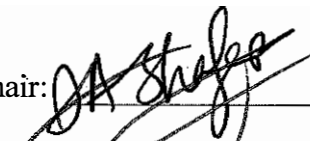
Most of the department's student learning outcomes need to be rewritten in active terms. The self-study provided assessment finding on GE courses but reported no systematic assessment of the portfolio system or of learning in the graduate program. The external reviewers pointed out that the core courses and portfolio system were ideal for assessment.

Graduate enrollments declined since the last review, from 66 in 2009 and 69 in 2010 to 36 in 2014. Completion rates are low (50% of students have graduated five years out), and the number of degrees awarded is low. Students are taking significantly longer than their college or university peers to graduate. The external reviewers felt that the teaching track in the master's was not well designed.

It is therefore agreed that:

1. The department will re-engage with assessment of student learning in both the undergraduate and graduate programs. The department will rewrite its outcomes to be active in expressing what students are expected to do as a result of their learning in the program and in courses. The department will conduct assessment of both degree programs and report on the results to the Vice Provost for Academic Affairs and the Director of Program Review and Assessment on the required assessment schedule. In the bachelor's degree, the program will conduct assessments of student learning at strategic points throughout the curriculum.
2. The department will add some occasional indirect measures to gauge student satisfaction and concerns and use the evidence for program improvement in both degree programs.
3. The department will undertake a review of the graduate program to analyze and take action on the issue of declines in enrollment, the increased use of 400/500 courses, low completion rates, and lengthy time to degree. No later than the end of spring 2018, the department will submit a report to the Dean and the Vice Provost detailing the analysis of these issues and plans to address them.
4. The program will provide a biennial update on progress made towards the actions agreed to in this MOU, to be submitted in conjunction with its biennial assessment report.

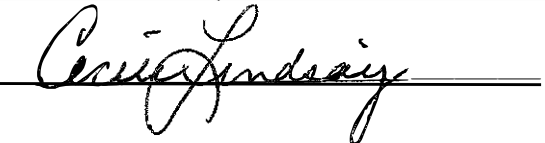
This MOU has been read and approved by:

Department Chair: 

Date: 1 May 2017

College Dean: 

Date: 5/3/17

Vice Provost: 

Date: 5-4-17