10/4/2023

**HA&A Faculty Meeting Minutes**

Hybrid meeting

In person:

241 LA

Zoom link:

<https://uoregon.zoom.us/j/98631791366>

**Present:** Akiko Walley, Simone Ciglia, Keith Eggener, Emily Scott, Joyce Cheng, Chiara Gasparini, Victoria Ehrlich, Nina Amstutz, Maile Hutterer, Kate Mondloch, Kris Seaman

**Meeting minutes:** Akiko Walley

Agenda

12:00 Meeting minutes from 5/31 meeting and 9/21 faculty retreat approved

12:05 Continuing grad student progress shared

12:15 Merit review activity report template

* Review period: 9-16-2019 through 9-15-2023
* No double dipping
* Submit CV + activity report
* Department will generate SES report
* Accomplishments to possibly add in the future
  + Media presence (interviews)
  + Separate program review from other reviews
  + Book/manuscript proposal
  + Fieldwork (archaeology)
  + Book reviews
* DH will revise the template and share with the faculty via OneDrive
* Faculty will review before the next meeting
* Next meeting (10/24): Final discussion and vote on the activity report template

**Future agenda/action items**

* Agenda: GE evaluation
* Agenda: Number of required 600-level credits (when Methods is offered at a 500-level)
* Action: Color code departmental outlook calendar