

Department of History  
Faculty Meeting Agenda  
Monday, August 21  
1:15 p.m., Anne Frank Center

**USC Policy & Procedure Updates & Reminders** (Hansell & Carey)

*Things that make everyone's life easier* 😊

- Travel authorizations (at least 30 days prior to travel)
- Food memos
- International guests & research partners
- Grant funding
- Purchases: memberships, books, IT, equipment (*advanced approval REQUIRED*)
- Student hires

Chair's Report (Elfenbein)

- Welcome Melissa Stuckey & Jeff Williams
- PhD stipends
- Housekeeping
- Travel funding for AY 24

Associate Chair's Report (Mackenzie)

Committee Reports:

- a. Graduate Committee (Grace)
- b. Undergraduate Committee (Berns)
- c. Tenure and Promotion Committee (Lekan)
- d. History Center (Sullivan)
- e. Executive Committee (Brown)
- f. Warwick (Wilder)
- g. Faculty senate (Edwards, Harrison, Wilder)
- h. Public History (Stuckey)

New Business

- Preliminary conversation on teaching in the time of ChatGPT/AI (Schor)

Old Business

- T&P guidelines – preliminary review and timeline (Ames)

Good and Welfare

Fall HIST faculty meetings: Mondays, 3:45-5:15 p.m., Gambrell 429: 9/18; 10/16; 11/13; 12/4