**Institutional History Subcommittee   
Monday, December 2nd, 2:00 – 3:30 p.m.   
2nd Floor Conference Room (2CR), #2111   
DH Hill Library**

1. Departmental histories: list of 5 test case priorities (explain criteria)
2. Collection development – tiered approach to collecting faculty papers
3. Oral histories
   1. Potential costs
   2. CHASS 50th anniversary videos (Jim Alchediak)
4. Outreach activities
   1. Recent activities
   2. Discussion of possible partnerships
5. Oral history Presentation for future meetings: Jim Alchediak, Blair Kelley