

# INDIANA UNIVERSITY SOUTHEAST

## Office of Academic Affairs

### Interdepartmental Communication

**TO:** Jeanne Sept, Vice Provost for Academic Affairs  
Uday Sukhatme, Dean of Faculties  
Alfred J. Guillaume, Jr., Vice Chancellor for Academic Affairs  
Susan Hannah, Vice Chancellor for Academic Affairs  
Kwesi Aggrey, Vice Chancellor for Academic Affairs  
Larry Richards, Vice Chancellor for Academic Affairs  
Stuart Green, Vice Chancellor for Academic Affairs

**FROM:** Gilbert W. Atnip   
Vice Chancellor for Academic Affairs

**SUBJ:** Activation at IU Southeast

**DATE:** November 21, 2008

The new course request below is recommended for approval by Indiana University Southeast. A copy of the request form is attached.

#### **HIST-A 407 Oral History**

In accordance with the procedures for curriculum development, if there are no remonstrances received in the Office of the Vice Chancellor for Academic Affairs at IUS by **December 21, 2008**, the request will be forwarded to the Office of University Enrollment Services for recording.

refk

cc: Cliff Staten  
Karl Kramer

Attachments

★ New Course Request ★

Indiana University

Southeast Campus

Check Appropriate Boxes: Undergraduate credit  Graduate credit  Professional credit

1. School/Division School of Social Sciences 2. Academic Subject Code Hist  
3. Course Number ~~H414~~ H407 (must be cleared with University Enrollment Services) 4. Instructor Carl E. Kramer  
5. Course Title Oral History

Recommended Abbreviation (Optional) \_\_\_\_\_  
(Limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Spring 2010  
7. Credit Hours: Fixed at 3 or Variable from \_\_\_\_\_ to \_\_\_\_\_  
8. Is this course to be graded S-F (only)? Yes \_\_\_\_\_ No X  
9. Is variable title approval being requested? Yes \_\_\_\_\_ No X  
10. Course description (not to exceed 50 words) for Bulletin publication: A survey of Theory, methods, and applications of oral history, including research, interview preparation and execution, legal and ethical issues, and transcription and preservation of interviews. Emphasis will be placed on persons and topics relevant to local and regional history.

11. Lecture Contact Hours: Fixed at 3 or Variable from \_\_\_\_\_ to \_\_\_\_\_  
12. Non-Lecture Contact Hours: Fixed at 0 or Variable from \_\_\_\_\_ to \_\_\_\_\_  
13. Estimated enrollment: 10-15 of which \_\_\_\_\_ percent are expected to be graduate students.  
14. Frequency of scheduling: Annually Will this course be required for majors? NO  
15. Justification for new course: Fulfills Commitment to Excellence Proposal on establishment of Local Oral History Institute that was approved Spring 2008.  
16. Are the necessary reading materials currently available in the appropriate library? Yes  
17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.  
18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.  
19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: [Signature] Date 9/22/08  
Department Chairman/Division Director  
Approved by: [Signature] Date 9/25/08  
Dean  
Date \_\_\_\_\_  
Dean of Graduate School (when required) Chancellor/Vice-President  
Date \_\_\_\_\_  
University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

## Outline for Proposed New Course (Discussion Draft)

**Proposed Course Number and Title:** Hist-H 414: Oral History

**Proposed by:** Dr. Carl E. Kramer, Director, Institute for Local and Oral History

**Proposed Semester:** Spring 2010

**School:** History Program, School of Social Sciences

### Course Description

Proposed as an expressed purpose of Indiana University Southeast's new Institute for Local and Oral History, the course is intended to familiarize students in history and related disciplines with the theory, methods, and applications of oral history, including research, interview preparation and execution, ethical and legal issues, and transcription and curation of interviews and associated materials. Instruction also will address related topics such as selection and use of equipment, oral tradition and folklore, oral history as a literary form, types of interviews, evaluation of evidence and memory issues, and the use of oral history to study "inarticulate" understudied groups such as factory and migrant workers, ethnic and racial minorities, women, families, farmers, etc. Students will apply course content through the development of oral history projects, with emphasis on persons and topics relevant to local and regional history. Upon successful completion of the course, students will possess requisite skills to conduct and preserve professional oral history interviews.

### Course Goals

1. To acquaint students with the theoretical perspectives and principles of oral history.
2. To equip students with the methodological techniques and skills necessary to develop, execute, and preserve sound oral history interviews in a variety of media.
3. To prepare students to critically evaluate oral evidence and to integrate it effectively with other forms of historical evidence.
4. To give students a firm grounding in the legal and ethical principles of oral history.

### Required Readings

Ritchie, Donald. *Doing Oral History*. New York: Oxford University Press, 2003.

Dunnaway, David K. and Willa Baum, eds. *Oral History: An Interdisciplinary Anthology*. 2<sup>nd</sup> ed. Walnut Creek, CA: AltaMira Press, 1996.

Neuenschwander, John A. *Oral History and the Law*. 3d. ed. Carlisle, PA: Oral History Association, 2002.

Selected articles from *Oral History Review* and chapters from:

Baum, Willa. *Transcribing and Editing Oral History*. Walnut Creek: AltaMira Press, 1991.

Frisch, Michael. *A Shared Authority: Essays on the Craft and meaning of Oral and Public History*. New York: State university of New York Press, 1989-1990.

Grele, Ronald J. *Envelopes of Sound: The Art of Oral History*. Praeger, 1991.

Perks, Robert and Alistair Thomson. *The Oral History Reader*. New York: Routledge, 1998.

Thompson, Paul. *The Voice of the Past: Oral History*. 3d. ed. New York: Oxford University Press, 2000.

### **Tentative Course Schedule**

#### **Session 1: Introduction to the Course**

Review of Syllabus

Origins, Definitions, and Achievements of Oral History

#### **Session 2: Background Research and Question Preparation**

#### **Session 3: Field Trip: The Filson Historical Society**

#### **Session 4: Interview Etiquette, Ethics, and the Law**

#### **Session 5: Interview Types and Techniques**

Interviewer-Interviewee Interaction

#### **Session 6: Multi-media Oral History**

#### **Session 7: Preserving Oral History Documents: Labeling, Copying, Indexing, Transcribing, and Archiving**

#### **Session 8: Field Trip: University of Louisville Archives and Records Center**

#### **Session 9: Oral History as Historical Document: Evaluating the Evidence**

#### **Session 10: The Challenge of Memory**

#### **Session 11: Oral Tradition and Folklore in Oral History**

#### **Session 12: Oral History as a Community Resource**

#### **Session 13: Oral History as Social History: Local, Ethnic and Racial Minority, Family, Native American, and Women's History**

#### **Session 14: International Perspectives in Oral History**