### Program Goal
1. **Able to identify theories of the nature and purpose of records and archives.**
   - **Objective(s):**
     - a. Articulate archival theories.
     - b. Analyze and critique theories of key archival writers.
     - c. Develop personal theoretical framework.
   - **Activity:**
     - Writing analytical essays about class readings (HIST 525 and 538 etc.)
   - **Evidence:**
     - Clear thesis in essays and research papers, with evidence to support it. *Oral reports and class discussion.*
   - **Who:** ARM graduate students will be assessed by ARM TT faculty, and adjunct faculty.
   - **When:** End of spring quarter.
   - **How to Analyze Reporting Requirements:** History grad program committee will review evaluations from faculty, internship supervisors, and research/thesis committees.

2. **Understand and analyze history of archives and recordkeeping in legal, social, cultural & financial systems.**
   - **Objective(s):**
     - a. Able to explain nature of recordkeeping & archives in Ancient, Medieval, and Modern eras, focusing on Europe and US.
     - b. Able to explain historical changes in archival systems and practices.
   - **Activity:**
     - Writing analytical essays esp. in HIST 525 & 538.
   - **Evidence:**
     - Effective critical analysis of these issues in analytical essays and research papers. *Demonstrated mastery of subjects in class discussion, oral reports, and research progress statements.*
   - **Who:** ARM graduate students will be assessed by ARM TT faculty, and adjunct faculty.
   - **When:** End of spring quarter.
   - **How to Analyze Reporting Requirements:** History grad program committee will review evaluations from faculty, internship supervisors, and research/thesis committees.

3. **Able to apply theory and principles to practice, employing proper methodologies.**
   - **Objective(s):**
     - a. Able to prepare MARC catalog records and EAD finding aids.
     - b. Can process and arrange archival materials, with only general supervision.
     - c. Capable of providing reference service, appraisal, and/or preservation for archival materials and/or...
   - **Activity:**
     - EAD and MARC assignments for HIST 530.
   - **Evidence:**
     - Accurate and complete EAD and MARC records created by student. *Written and oral evaluations by internship supervisors.*
   - **Who:** ARM graduate students will be assessed by ARM TT faculty, and adjunct faculty.
   - **When:** End of spring quarter.
   - **How to Analyze Reporting Requirements:** History graduate program committee will review evaluations from class instructors, internship supervisors, and research/thesis committees.

**Graduate program committee will identify problem areas and recommend steps needed for improvement.**
| 4. Ability to conduct original research and write effectively for a professional and/or public audience. | a. Skills in conducting secondary and original research.  
b. Ability to formulate a critical thesis and develop an effective argument.  
c. Skill in writing clearly and effectively in support of student’s research-based argument. | a. Conduct a student-led class discussion in HIST 538 on a topic of student’s choice.  
b. Complete HIST 539 research paper or MA thesis on a topic in History. | D: Original research paper of publishable quality on an archives/records management topic; or successfully complete and defend a MA thesis on a historical topic.  
I: Student self-assessment of progress and success in completing one of these research projects. | ARM graduate students will be assessed by ARM TT faculty, adjunct faculty, internship supervisors, and research paper/thesis panel members.  
End of spring quarter. | History grad program committee will review evaluations from faculty, internship supervisors, and research/thesis committees.  
Graduate program committee will identify problem areas and recommend steps needed for improvement. |
| 5. Articulates and exemplifies profession’s core values, ethics, and social responsibility. | a. Able to identify and explain core values and professional ethics.  
b. Applies ethical concepts in case studies and hands-on work.  
c. Able to articulate and evaluate societal importance and impact of archives & records. | a. Course assignments related to these issues.  
b. Demonstrated ability to reflect values and ethics during internship or other work assignments. | D: Written essays on issues involving values, ethics, and/or social responsibility.  
I: Student self-assessment and discussion of these issues in class sessions and/or advising meetings.  
I: Effective communication and cooperation with other students & faculty. | ARM graduate students will be assessed by ARM TT faculty, adjunct faculty, and internship supervisors.  
End of spring quarter. | History grad program committee will review evaluations from faculty, internship supervisors, and research/thesis committees.  
Graduate program committee will identify problem areas and recommend steps needed for improvement. |