

Dewar COEHS Meeting Documentation Form

This form should be completed by all non-statutory committees/groups for meetings associated with the COEHS.
Statutory committees are required to maintain formal minutes.
The completed form should be filed according to approved COEHS policies and procedures.

Committee/Group Name: Department of Library and Information Studies

Chairperson/Responsible Contact: Dr. Linda Most (Department Head)

Purpose of the Meeting: Faculty Meeting (monthly)

Date: 12/09/2015 **Time:** 9:30am-11:30am **Location:** Odum Library Conference Rm# 4260

Departments/Participants/Groups/Agencies Represented: Ms. Jeanna Allums (SOLIS President, conference call), Dr. Drouillard, Dr. Most, Dr. Ondrusek, Ms. Peacock, Dr. Ren, Dr. Thiele, and Dr. Yang.

Primary Outcomes: Reports on Graduate Executive Committee, Graduate School, and COEHS activities were delivered. Departmental committees (Curriculum, SOLIS, Assessment, T&P, Scholarship, and Admissions) submitted reports.

Actionable Items/Planned Follow-up: Faculty are reminded to post their spring syllabi to Digital Measures and to send them to be posted in the departmental syllabus archive. SOLIS is working on updating their LinkedIn and Tumbler accounts. The Admissions Committee will revisit the admissions essay questions and review whether to return to requiring standardized test scores for admission. The Assessment Committee will explore ways of reporting SLOA outcomes longitudinally. The Scholarship Committee presented new scholarship application due dates that align with COEHS calendar. The Tenure & Promotion Committee has completed its departmental work for the year. Dr. Ondrusek will continue to serve on the COEHS T&P committee as they begin review of the college T&P guidelines.

The faculty reviewed the plans for the new student orientation to be held Jan 8 & 9 and will continue to work on finalizing the different activities.