

## 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

**Date:** 3/23/2022 **Time:** 9:30 am **Location:** TEAMS Video Conference Meeting

**Departments/Participants/Groups/Agencies Represented:** Dr. Alemanne, Dr. Choi, Dr. Carruth, Dr. Colson, Dr. Drouillard, Dr. Most, Ms. Peacock, Dr. Ren, Ms. Melissa Thompson (SOLIS President), and Dr. Yang.

**Primary Outcomes:** University, college, and program updates were shared. All State employees including USG employees will receive a cost of living salary adjustment as approved by the governor. Funds for the year to date will be distributed in the April pay checks and funds for the remainder of the current year will be paid in subsequent paychecks.

Dr. David Slykhuis will begin his term as dean of the COEHS July 1. Dr. Hull's last day will be May 12 and Dr. Warner will be interim dean for the remainder of the current year.

**Actionable Items/Planned Follow-up:** Admissions applications should be received from the grad school for review by April 11 (due to internal delays). SOLIS is launching a student/faculty virtual art exhibit to showcase everyone's talents. Instructions will be posted on Facebook and Instagram when ready. SOLIS is also planning a virtual career fair for April. This summer Dr. Colson will test the Anthology Portfolio program assessment system in MLIS 7800. If all goes well, all program assessments will be moved to Anthology Portfolio as the assessment platform starting in the fall 2022 semester. Faculty are asked to forward any final requests for office supplies or books or small technology items to Dr. Most for the final end of year spending. Candidates for the MLIS Lecturer position will be visiting the campus on April 5, 6, and 12. Fall course teaching assignments will be made once the lecturer search concludes so that the new faculty member's areas of interest can be incorporated into the schedule. Faculty discussed and agreed that there is no need to keep paper copies of student applications for graduation in the departmental files. Copies can be obtained from the registrar's office if needed. Faculty are encouraged to save digital copies in their advising files.