

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: 1/29/2020 **Time:** 9:30am-11:35 am **Location:** Odum Library Conference Rm# 4260

Departments/Participants/Groups/Agencies Represented: Dr. Alemanne, Dr. Choi, Dr. Colson, Dr. Drouillard, Dr. Most, Ms. Peacock, Dr. Ren, Dr. Yang, and Sarah Yawn (SOLIS President, via Conference Call).

Primary Outcomes: University news and updates were conveyed to the faculty: Graduate Admissions will continue to process MLIS applications on paper until they are sure their online application portal is working correctly. Changes are coming to Graduate Commencement but no details are available. Dr. Tamara Livingston (Kennesaw State Archives and Special Collections has offered to develop and teach a special topics course in Digital Preservation for the Program. VSU MLIS will receive \$3,000 in scholarship funding from the USG Foundation to fund 3 Merryll Penson scholarships for Fall 2020. MLIS Planning and Budget Committee reported on remaining funds for the year and presented their plan for the allocation of the 2019 summer revenue share earned by MLIS. Dr. Most shared the latest version of the proposed COEHS reorganization plan. Faculty expressed their concerns about the placement and staffing of the MLIS program as shown on the plan.

Actionable Items/Planned Follow-up: MLIS faculty are asked to review the materials shelved in the MLIS meeting room and discard any that are outdated or no longer useful. Dr. Drouillard will continue to conduct first semester advising inside MLIS 7000 and will assign students to their faculty advisors after they have registered for Fall 2020. MLIS Scholarship applications are due Feb 12 and the committee will meet to review all applications the following week. The faculty will meet on Feb. 24 as the Assessment Committee to review the results of the Fall 2019 SLOAs. Faculty are asked to prioritize and submit their wish-lists of items/travel to be funded by the earned summer revenue to the Planning and Budget Committee for review and consideration. Faculty are asked to submit their first drafts of their chapters for the accreditation self-study by Feb. 12. Dr. Drouillard has set up a Microsoft Teams group to use to manage the self-study preparation process and all participating faculty have been subscribed. Faculty will discuss the next steps in preparation of the self-study at the February faculty meeting. Faculty expressed their desire to prepare and share their concerns with how the COEHS reorganization could impact MLIS accreditation with university administrators.

Next MLIS faculty meeting will be held Feb. 19 at 9:30 am.