

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: MLIS Faculty Meeting

Date: 2/19/2020 **Time:** 9:30 am – 11:50 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 and college news and updates were shared with faculty. Departmental committee reports were delivered. Progress on the self-study for ALA COA reaccreditation was discussed. The Fall advising timeline was established: Advising bulletin will be distributed on March 16, MLIS advising week will begin on March 23, Graduate student early registration opens on March 30. Faculty were reminded of the ways they can earn the USG \$100 well-being credit.

Actionable Items/Planned Follow-up: Annual MLIS faculty evaluations will be held Feb 16-25.

Applications for admission are due March 15. Graduate Admissions will process them on paper as in previous years. Dr. Ren will chair the admissions committee. SOLIS is considering holding a graduating student meet-up on campus before the spring graduate commencement begins. Ms. Yawn and Dr. Ren will coordinate. Faculty are requested to send any student news or activities to include in the SOLIS newsletter. Catalog copy to update the MLIS transfer of credit language has been traced and the changes requested last spring should be processed this semester. Dr. Drouillard presented her recommendations to change the MLIS program language used to organize elective courses from describing the lists as “optional tracks” to “optional areas of interest” based on her experiences advising first semester students over the past year. Faculty will review the recommendations and make plans to submit the request to change the catalog language at the beginning of AY21. The assessment committee will meet on Feb. 24 to review Fall 19 SLOAs. The scholarship committee is reviewing applications and will make their decision and notify applicants by the end of the month. Faculty discussed the news of the cancellation of the ALISE shared booth at the ALA 2020 summer conference and agreed to forgo participating in a shared booth proposed by some of the schools because of having already returned the funding the Graduate School had awarded. The planning and budget committee reviewed the year-end and summer revenue-supported spending to date and agreed to move forward with purchasing the next tier of requested items once the departmental budget is reconciled. Accreditation: faculty will continue to work on their chapters of the self-study and begin incorporating the evidence they will need for each standard in their drafts. Planning for alumni and employer data collection began.