

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: 04.19.2017 **Time:** 9:30am-11:30am **Location:** Odum Library Conference Rm# 4260

Departments/Participants/Groups/Agencies Represented: Dr. Drouillard, Dr. Most, Dr. Ondrusek, Ms. Peacock, Dr. Ren, Ms. Jewel Eller Suddeth (conference call), Dr. Thiele, and Dr. Yang.

Primary Outcomes: Dr. Most presented University and Graduate School updates to the faculty. Departmental committee chairs presented reports on end of year funds, admissions decisions, tenure and promotion committee work, and SOLIS activities. Dr. Most reported on the most recent student responses to her "Talk To Dr. Most" session held earlier in April. Students requested an updated course rotation schedule, more information about what is involved in the Capstone course, and more proactive communication from some of the faculty.

Actionable Items/Planned Follow-up:

- Dr. Ren will attend the Graduate Research Symposium and take pictures of MLIS presenters for the SOLIS newsletter.
- Dr. Thiele is to review the updated cataloging competencies as preparation for updating cataloging courses.
- Mrs. Suddeth will contact those who have agreed to participate in the Management Track review to give them a date to expect the survey to go live.
- Dr. Yang will work on publishing faculty CVs to the departmental website this summer.
- The faculty search committee received 18 applications for the position coming open when Dr. Ondrusek retires, they will move forward with scheduling interviews.
- Dr. Drouillard will begin work on creating the MLIS program online orientation for new students for Fall 2017.
- Dr. Most will write up and submit her report on the Talk To Dr. Most session for the next SOLIS newsletter.
- Dr. Most will also move forward with conducting the election for membership in Beta Phi Mu for the 2016 graduates.