

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: 3/24/2021 **Time:** 9:30 am **Location:** TEAMS Video Conference Meeting

Departments/Participants/Groups/Agencies Represented: Dr. Alemanne, Dr. Choi, Dr. Colson, Dr. Drouillard, Dr. Most, Sheila Peacock, Dr. Ren, Dr. Yang, and Matthew Yohn (SOLIS President).

Primary Outcomes: University, College, Graduate School, and Program updates were presented and discussed. Program committee chairs gave their reports. A draft of the proposed syllabus template was reviewed and discussed and updates will be made. The college-wide summer reading initiative was announced and discussed. This summer, all college departments will select and read a work that addresses diversity and inclusiveness and hold discussions on their summer readings during the opening weeks of the fall 21 semester. Faculty will include reflection on these readings as part of their 2021 Faculty Activity Reports. The College is developing a professional advising model for the graduate programs, to be run out the Office of Professional Education Services. Ms. Danielle Jones has been assigned to support MLIS advising. All COEHS tenure and promotion dossiers will be submitted electronically beginning in August 2021. The MLIS database has been updated to include two email address fields -one for personal email addresses and one for VSU email addresses. Faculty reviewed the Graduate Catalog for the policy on how long a student can sit out before losing active student status.

Actionable Items/Planned Follow-up: COEHS elections are underway. Dr. Alemanne is coordinating. Dr. Most will distribute the updated syllabus template to all full time and part-time faculty for use starting this summer. COEHS Deans Office has basic office supplies available for the departments. Please check there first before ordering more pens, post-its, paper clips etc. Faculty are asked to submit updated photographs for the MLIS webpage. Faculty are to submit suggestions for the COEHS summer reading program to Dr. Colson, who will coordinate for the department. Dr. Ren will coordinate training for the admissions committee on how to use the online AppReview platform to score applications. Assessment Committee will meet March 30 to review the Fall 2020 SLOA outcomes. Starting in April, MLIS faculty meetings are moving to the 4th Wednesday of the month so that they will follow after COEHS and Graduate Executive Committee meetings.