

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: 02.21.2018 **Time:** 9:30am-11:30am **Location:** Odum Library Conference Rm# 4260

Primary Outcomes: updates from the university, the Grad School, the COEHS, and departmental committees were shared with faculty. Faculty were encouraged to submit copies of their 2017 scholarship for the Gunther Annual Faculty Authors Reception to be held April 18. Faculty were encouraged to nominate any students who are doing exceptional original research for the Graduate Research Symposium scheduled for April 20. Nominations are due by March 12.

The SOLIS advisor reported on the group's activities to date.

Curriculum Committee is focusing on the review of MLIS 7700 and has solicited syllabi from peer institutions as part of the process.

Scholarship Committee is reviewing applications for departmental scholarships for Summer and Fall 2018.

University Educational Policy Committee is recommending that the default grade for hardship/medical

Actionable Items/Planned Follow-up: Dr. Most will prepare and distribute the Advising Bulletin for Summer and Fall 2018 by March 19.

Graduate registration opens on April 2. Faculty are encouraged to prepare their advising correspondence and processes to use during the last two weeks in March. Dr. Thiele's advisees will be assigned to Dr. Alemanne.

SLOA review for Fall 2017 will be held on Feb. 28 at 10:00. Admissions Committee will meet on April 4 to prepare for the review of applications for Fall 2018.

Departmental Budget and Planning Committee will meet in March to review spending plans for the remainder of the fiscal year.