

## 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:** 11/17/2021 **Time:** 9:30 am **Location:** TEAMS Video Conference Meeting/

**Departments/Participants/Groups/Agencies Represented** Dr. Alemanne, Dr. Choi, Debi Carruth, Dr. Colson, Dr. Drouillard, Dr. Most, Ms. Peacock, Dr. Ren, Melissa Thompson (SOLIS President), and Dr. Yang.

**Primary Outcomes:** University, Grad School, and College updates were shared with faculty. MLIS committee reports and accreditation updates were provided. Faculty agreed to move application due dates for spring semesters back from October 15 to September 30 effective with applications for January 2023 admission to provide more time for accepted applicant advising, registration, and financial aid processes. Curriculum Committee moved forward two course title and description changes, for MLIS 7180 and MLIS 7360. Dr. Most requested that the final accreditation meeting with the ALA Committee on Accreditation be held virtually due to the continuing pandemic and the costs of travel to Chicago to attend one 45-minute meeting.

**Actionable Items/Planned Follow-up:** Annual Faculty Activity Reports and Plans are due by January 31. All activity must be entered into APL NextEd and the report exported and then edited for submission.

Advising and Registration Task Force will continue to develop recommendations for departmental advising using the COEHS Professional Education Services office members.

SOLIS Officers are establishing Instagram and Twitter accounts for SOLIS and will prepare a handbook of best practices for VSU MLIS social media accounts to share with future SOLIS officers and advisory board members.

Faculty are asked to forward all their travel plans for Spring 2022 to Dr. Most to help with planning final budget allocations for the academic year.