

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: 1/20/2021 **Time:** 9:30 am **Location:** TEAMS Video Conference Meeting

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

Primary Outcomes: University, college, Graduate School, and departmental news and updates were shared with the faculty. Departmental committee reports and announcements were presented. Revisions to the Fall 21 schedule were discussed. Advising and registration plans for Fall 2021 semester were reviewed and confirmed. Key accreditation dates were reviewed.

Actionable Items/Planned Follow-up: College Excellence award nominations are now open. MLIS nominations for the George Gaumond Outstanding Student Award are requested. Nominations for the Graduate Research Symposium are open. Dr. Most will submit and distribute the updated fall 2021 schedule. MLIS Fall advising bulletin will go out March 15. MLIS Advising Week will begin on March 26. Fall early registration opens March 29. TAP summer 21 registration opens April 15. Dr. Most will work with Graduate Admissions to get all admissions committee members enrolled in and trained on the AppReview applications portal. Assessment Committee will meet in February to review Fall 2020 SLOA results. SOLIS will remind students that scholarship applications are due Feb. 12. Faculty are reminded to submit their spending requests as soon as possible. Dr. Most will send the accreditation timeline document to the faculty. Faculty will make sure MLIS students know the department is following the traditional spring break calendar rather than the 2021 wellness days (instead of spring break) schedule.