

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: 10.18.2017 **Time:** 9:30am-11:30am **Location:** Odum Library Conference Rm# 4260

Departments/Participants/Groups/Agencies Represented Dr. Alemanne, Dr. Drouillard, Dr. Most, Ms. Peacock, Jennifer Putnam (SOLIS President, conference call), Dr. Ren, Ms. Jewel Eller Suddeth (conference call), Dr. Thiele, and Dr. Yang.

Primary Outcomes: Departmental representatives were assigned to vacant college committee seats. College, University, and Graduate school news updates were delivered. Committee reports from Curriculum, SOLIS (student organization), Scholarships, and Admissions were presented. Dr. Alemanne presented the outcome of the University Council Plus Committee meetings. Faculty were introduced to the new Banner Waitlist features and discussed how they would work for the MLIS program's courses. Faculty were encouraged to keep their Digital Measures profiles up to date in preparation for annual evaluations.

Actionable Items/Planned Follow-up: Faculty were reminded to submit their CVs and additional information to Dr. Yang to post on the faculty webpages. Dr. Drouillard will work on updates to the new student online orientation website. Dr. Yang and Dr. Alemanne will begin the preliminary work necessary before starting the formal review of the research methods course (MLIS 7700). The faculty voted to accept the results of the Management Track review as reported by the curriculum committee. Mrs. Suddeth will begin the process of updating the management courses based on the outcomes of the management curriculum review. Dr. Most will request that the registrar's office add MLIS 7240 Marketing to the Spring 18 course schedule. Mrs. Suddeth will teach the course. Dr. Gordon Baker will be hired to cover Mrs. Suddeth's second section of MLIS 7200 for Spring 18.