

## 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:** 09.20.2018 **Time:** 9:30am-11:30am **Location:** Odum Library Conference Rm# 4260

**Departments/Participants/Groups/Agencies Represented:** Dr. Alemanne, Dr. Choi, Dr. Drouillard, Dr. Most, Ms. Peacock, Dr. Ren, Ms. Jewel Eller Suddeth, and Dr. Yang.

**Primary Outcomes:** Dr. Most shared the Academic Affairs updates for 2018-19 with the faculty and reviewed key dates. Graduate School and COEHS news was shared with the faculty. Faculty recommended retention strategies relevant to MLIS students to share with the Dean. AY18-19 budget was reported as unchanged from AY17-18. Faculty agreed to give back up to \$4,000 from travel if budget shortfalls develop this year. Departmental committees reported on their first meetings and their plans for the coming year. College committee reps reported on activities by their committees to date. MLIS faculty assigned department and college committee memberships for AY18-19 – rosters are filed with the meeting minutes. Dr. Most distributed a timeline for the MLIS program's upcoming reaccreditation by ALA COA and asked the faculty to start familiarizing themselves with the ALA COA 2015 standards and accompanying procedures.

**Actionable Items/Planned Follow-up:** MLIS committees will begin their work as appropriate. Admissions committee will meet in October to prepare in advance of receiving the applications for January admission. Curriculum Committee will launch their review of the Research Methods course content and design. The MLIS Program will have a booth at the Georgia Libraries Conference Oct. 3-5 and host a self-pay drinks and dinner meet and greet for alumni and current students the Wednesday evening of the conference. Faculty will familiarize themselves with the ALA Standards for Accreditation of MLIS degree programs in preparation for the program's upcoming reaccreditation process. Next faculty meeting will be held October 17th.