

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: 9/21/2016 **Time:** 9:30am-11:30am **Location:** Odum Library Conference Rm# 4260

Departments/Participants/Groups/Agencies Represented: Dr. Drouillard, Dr. Most, Dr. Ondrusek, Dr. Ren, Mrs. Suddeth (by phone), Dr. Thiele (late arrival), Dr. Yang, Ms. Stacy Wright – new SOLIS President.

Primary Outcomes: Meeting minutes of 9/14/16 approved unanimously. Presented news and updates from the Graduate School: Graduate School commencement will be held 12/09/16 Friday evening in the PE Center. Student conference presentation travel grants are available as are Graduate Faculty Scholarships to support research/travel/recruitment/marketing efforts. Presented news and updates from COEHS Dean: please pay attention and be proactive about placing textbook orders – all courses must have an entry for textbooks or that no textbook is required. TIES conference proposals are due soon. Budget requests for FY18 have been submitted. Departmental Committee reports presented by Curriculum Committee, SOLIS, and Assessment Committee: Reference track review is moving forward and review of management track is upcoming. New SOLIS officers were announced. Assessment Committee met 9/14 to review SLOA results for Spring and Summer 16: one action plan was triggered for SLOA 3, housed in the Research Methods course. Part-time instructors for Spring 17 were announced: Abby Phillips, Michael Wilson and Gordon Baker (Clayton State). The Baker Family Scholarship was announced and will be offered for the first time in Spring 2017. Faculty discussed moving the new student orientation online for the August 2017 incoming class, work to begin in January 2017.

Actionable Items/Planned Follow-up: Dr. Most will apply for a Graduate Faculty Scholarship to partially fund recruiting efforts at ALA 2017 in Chicago. Faculty will pay careful attention to textbook ordering. Curriculum Committee will work on topics remanded to them and on continuing curriculum review. MLIS will attend GaCOMO and has booked a booth in the exhibit hall. Dr. Ren will coordinate MLIS self-pay happy hour at GaCOMO at Trappeze Pub. Scholarship Committee will prepare application instructions for the Baker Family Scholarship and post on MLIS Scholarships web page. Departmental retreat will be scheduled in January 2017 to address reviewing/setting charges and scope statements for departmental committees. Planning for August 2017 new student orientation to begin in January.