

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: 04.11.2018 **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: News from various university departments was communicated. The Student Success Center is being renamed the Academic Support Center. Faculty should update their syllabi and course websites accordingly. The campus Parking Advisory Committee is distributing a survey requesting input on a proposed new model of parking access and fees for the campus. The COEHS is beginning a self-study and will be sending out a survey to all COEHS faculty during late April. COEHS Executive Committee will review the results as part of their May retreat. SOLIS is planning several activities in support of National Library Week and National Library Legislative Day. The SOLIS newsletter for April/May 18 will include information about the LinkedIn group and call for students to submit their news about scholarships, awards, grants or other recognition. The newsletter will also begin featured profiles of notable MLIS alumni. 152 applications for admission were received for the August 2018 start date. Planning and Budget Committee reported their plans for completing all department spending by the university due date. The Search Committee reported that three finalists for the open faculty position will be on campus April 23, 25, and 27. All are invited to attend their presentations live or by streaming conference software. Summer enrollments were reviewed and the faculty discussed adding a second section of MLIS 7425 Multicultural Youth Lit to meet the demand for the course. A list of important dates in April was distributed to the faculty.

Actionable Items/Planned Follow-up: Dr. Most asked MLIS faculty to pay attention to the difference between Supervised fieldwork and Independent Study and be sure students understand these differences during their advising conversations. Available faculty are asked to participate in the Graduate Commencement on May 4. Dr. Most reminded admissions committee members that if they find any essays missing pages they should contact graduate admissions to request that the missing material be scanned and emailed to them. The university Academic Committee is working on digitizing the curriculum change forms and copies of the proposed form were distributed for faculty to review for utility and any missing elements. Dr. Most will request emeritus status for Dr. Ondrusek once the procedure is published and the forms are available.