

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: 04/13/2016 **Time:** 9:30am-11:30am **Location:** Odum Library Conference Rm# 4260

Departments/Participants/Groups/Agencies Represented: Dr. Drouillard, Dr. Most, Dr. Ren, Dr. Thiele, and Dr. Yang.

Primary Outcomes: MLIS Faculty will meet as group to prepare the department's comments and revisions of the university tenure and promotion policy to be submitted to the faculty senate by April 21st. Dr. Most shared the plans for the Graduate School commencement ceremony on May 7th @10:00 am. Admission Committee agreed to edit the text of denial letters sent by the Graduate School. Faculty discussed the instructor position that was approved for fall 2016.

Actionable Items/Planned Follow-up: Curriculum Committee will meet in May and report to faculty. The first Online student town hall "Tell Dr. Most" meeting will be held the night of faculty meeting. Most will report on the process in May faculty meeting. Most will follow-up on Joint LIS Alumni Reunion and submit information to register to buy a table for this event. Most asked faculty to post their SLOA results to Live Text as soon as possible after the end of the semester. MLIS faculty were asked to follow-up with advisees and remind them that registration is now open and classes are filling up fast.