

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: 11.15.2017 **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: University, College, and Graduate School news and updates communicated to the faculty. Committee reports concerning Students and SOLIS activities, the Curriculum committee's actions, the Scholarship Committee's deadline of December 1, and the Admissions Committee work were presented. SOLIS is conducting an online fundraiser to support the Liberation Library. Scholarship applications are due December 1 and the committee will meet immediately following the due date to review applications. The Admissions Committee reported that it recommended 80 applicants for admission to the MLIS program. Graduate Commencement will be held Dec. 8 and approximately 12-15 MLIS students are expected to attend.

Actionable Items/Planned Follow-up:

- The Banner waitlist module will be activated for Spring 18. All faculty are asked to remind their advisees to use the waitlist if the course they want is full so that additional seats can be added as needed.
- Dr. Most received a Graduate Faculty Scholarship grant of \$750 to pay for recruiting expenses associated with the June 2018 American Library Association Annual Conference.
- Dr. Ren is serving on the search committee for the new Dean of COEHS and asked for feedback from the faculty about the candidates' campus visits. The position is expected to be filled by January 2018.
- The Curriculum Committee will begin review of MLIS 7700 Research Methods in the spring.
- The Scholarship Committee will meet on Dec. 4 to review scholarship applications and make their decision.
- Dr. Drouillard will begin preparing the MLIS online orientation modules for the incoming students. MLIS orientation is scheduled to run from Jan. 2-5.
- Dr. Most will prepare a nomination packet to request emeritus status for Dr. Ondrusek.