

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 (Interim Department Head

)

Purpose of the Meeting: Faculty Meeting (monthly)

Date: 09.10.2014 **Time:** 10:00am-12noon **Location:** Odum Library Conference Rm#

4260

Departments/Participants/Groups/Agencies Represented: Dr. Drouillard, Dr. Most, Mr. Mullis (President of SOLISp, Dr. Ondrusek, Ms. Peacock, Dr. Ren, Dr. Thiele, Mr. Williams and Dr. Yang.

Primary Outcomes: The curriculum committee continues to focus on review of the technology track as well as updating course numbering as needed. Revisions to SOLIS by-laws to include student representation on departmental committees have been completed and will be submitted to the student body for a vote in September. SOLIS officer and Advisory Board elections will be held in September. The Alumni Association is seeking nominations for their Executive Board. Departmental Library allocation has been reduced. Ondrusek and Drouillard will review library order slips to identify relevant materials for purchase.

Actionable Items/Planned Follow-up: Two faculty retreat sessions have been rescheduled: Records Management will be reviewed on Oct. 15, Best Practices in Teaching will be discussed on Oct. 22. Department will submit Institutional Effectiveness Report for 13-14 and Plan for 14-15 to COEHS by Oct. 1. MLIS will apply for a graduate faculty scholarship to fund recruiting expenses at ALA in San Francisco. MLIS will participate in the Graduate Career Fair on Oct. 14. MLIS will donate a basket of books to the Scholarship Raffle at GaCOMO. MLIS will host the annual Town Hall meeting at GaCOMO on Friday morning Oct. 3 at 7:00 am as a scheduled conference program activity. LiveText Assessment Rubrics will be updated and Fall 2014 assessments built by end of September.
