Department of Library Science  
East Carolina University  

Minutes of the DLS Curriculum Committee  
January 26, 2012  

Members Present:  John Harer (Chair), Tavia Clark, Jami Jones, Patrick Valentine  
Members Absent: none  

Minutes of the December 6, 2011 meeting:  The minutes from the Dec. 6, 2011 meeting were reviewed. Having no corrections or additions, the minutes were approved.  

I.  Dr. Jones spoke to the upcoming NCATE/AASL accreditation preparation and site visit. The review and site visit are scheduled for 2014. Points made by Dr. Jones:  
   a.  She attended NCATE training in preparation for the next accreditation review and learned a number of good ideas and points.  
   b.  She recommended the following to be prepared for our review:  
      i.  ALA/AASL standards are important to cover in this preparation  
      ii.  Student learning components must be covered in our preparations  
      iii.  We need a year’s worth of data before Fall and Spring, 2013-2014, such as rubrics  
      iv.  There is a need to review the evidence of learning objectives, as discussed in the January meeting  
      v.  A fully flushed out rubric template is needed prior to the NCATE review  
         1.  The standards of AASL are needed for the design of the rubric template  
         2.  Dr. Jones has some examples of using standards for the rubric  
      vi.  There was a discussion on the AASL standards at this point in the meeting  
         1.  Dr. Jones mentioned that there are 8 course rubrics that demonstrate AASL standards  
         2.  An assessment product per course is used to demonstrate evidence of meeting the standards  
         3.  The best strategy for the course design is to begin with the standards and work back to the design  
   c.  Dr. Harer asked what does the Curriculum Committee need to do on these school pathway rubrics:  
      i.  Dr. Jones indicated that for some of these, the committee needs to hold a group meeting with the faculty  
      ii.  It was suggested that the DLS curriculum committee get everyone together to cover their syllabi vis-à-vis the standards for their courses  
      iii.  Dr. Harer discussed the role of the committee for this, briefly
iv. Ms. Clark asked who makes the rubric, and the answer given was the instructor.
v. Dr. Jones agreed to contact some individuals from other programs to get some questions answered.
vi. It was noted that Dr. Jones, Dr. Dotson, and Dr. Marson would be meeting before the department meeting on Tuesday, Feb. 2.
vii. Dr. Jones explained that the AASL standards were very prescriptive, so that will be a factor in rubric development.

viii. Dr. Harer expressed the view that each pathway needs to include the appropriate standards in the design of the courses for that pathway.

ix. Dr. Harer described some of the issues and concerns for meeting with the faculty to discuss how to design courses that meet what the curriculum committee wants in the design of courses.
x. Dr. Jones noted that the NCATE/AASL accreditation review process is report focused and the site visit team will only meet with the COE, not separate teaching units.

xi. Dr. Jones explained the review process will address assessment of candidates ability to plan and affect of course on student learning.

xii. Dr. Jones will also check on whether the student portfolios are OK to use.

II. Dr. Harer reminded the committee that there are only three more meetings for this academic year and that there is a need to include work that was promised in the ALA candidacy proposal.

a. There was a question regarding what the topic was for the next planning meeting (on Tuesday, January 31). Dr. Harer agreed to contact Dr. Munde for this answer.

b. Dr. Jones asked if Dr. Munde would agree to include a discussion of the AASL standards at the planning meeting.

c. Dr. Jones also explained that the NCATE/AASL accreditation review has three focal points: (1) dispositions, (2) content, and (3) – this item was not recorded in the minutes from the meeting.

d. It was again mentioned that we need to conduct a meeting with the faculty.

   i. Dr. Valentine suggested that we develop concrete examples for addressing what the committee wishes to see in the way of designing course for AASL standards.

   ii. It was also suggested that it might be a good idea to develop an example course for this meeting.

   iii. Dr. Valentine suggested that we, as the committee, think about examples for each quality for the next meeting.

III. Dr. Harer noted that the committee had a long and tiring discussion at this point. The time being almost one and a half hours into the two hour time slot, he suggested we adjourn. Motion to adjourn was approved.