Present: Jami Jones, Barbara Marson, Gail Munde, Al Jones, Lou Sua, Elaine Yontz, John Harer, Kaye Dotson, Patrick Valentine (via Skype)

Yontz distributed copies of the updated draft of Standard V. Administration and Finance and began discussion on the departmental merger. J. Jones and Dotson suggested ways faculty might begin to work with BITE faculty, and Dotson noted that she would like to explore offering an IT workshop for internship students. She and/or J Jones could co-teach with a BITE faculty member, and perhaps take advantage of the computer labs currently assigned to BITE near their offices in the Bate Building.

Standard V will require that the MLS program explains and establishes a level of program autonomy sufficient to ensure control over program curriculum and program personnel. From discussions with BITE faculty and the Dean, the plan was for personnel action committees (Unit Personnel Committee, search committees, Tenure and Promotion Committees) would be composed of a majority of the affected program(s) in the merged structure, e.g., search committees could be composed of a majority of members of the affected program with an additional member(s) of the non-affected program. This would be much like current COE search committees that include one member from an external department appointed by the Dean. Tenure and Promotion Committees would be composed per the Faculty Manual and the COE Unit Code. The Unit Personnel Committee will be composed per the Faculty Manual and the COE Unit Code. It was noted that the MLS program has a larger number of tenured and tenure-track members than BITE and the numbers lend support to an elected Unit Personnel Committee that would ensure strong representation of MLS program faculty members. It was also noted that the MLS program has a history of successful tenure and promotion actions regarding its faculty.

Yontz said that Standard V was not completed, and that she would like assistance with budget projections from Harer, who agreed to help. Munde offered to update a faculty salary comparison table included in Standard V of the candidacy application.

The next meeting will be April 22 from 10am-3:00pm or later. The purpose of the meeting is to do the first complete read through of the compiled draft. Munde will furnish print copies of the compiled draft at the meeting, and will send a Word file prior to the meeting.