MLS Program Planning Meeting  
January 28, 2013, 218 Ragsdale, 1:30pm

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

Harer distributed copies of the COE Strategic Action Plan for later discussion.

The purpose of this meeting was to read through the first draft of Standard I. Munde distributed copies of the draft. Comments, suggestions, and corrections were offered on the following points:

<table>
<thead>
<tr>
<th>Page Number</th>
<th>Item noted</th>
<th>Action</th>
</tr>
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<tbody>
<tr>
<td>4</td>
<td>Second paragraph, “As a result of the great recession of 2009 and declining enrollment …” Correct the date of the departmental merge from 2012 to 2013, and emphasize synergy gained through merge.</td>
<td>Munde will correct and revise wording of the paragraph to better describe advantages of the departmental merge.</td>
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<td>7</td>
<td>Briefly explain the course sequence/Tiers, and make reference to a detailed explanation in Standard II.</td>
<td>Harer and Munde will work this out.</td>
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<td>7</td>
<td>During discussion, faculty decided to schedule a workday to review the mission, goals and objectives during the 2013-2014 academic year. This will initiate a five-year review of program objectives; the last review being in 2009. Add a note that complete review will be scheduled prior to the listing of program objectives.</td>
<td>Munde will revise; Harer will schedule workday for 2013-2014 academic year.</td>
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<td>9</td>
<td>First paragraph, section labeled “Planning.” Add curriculum workdays/workshops to list of planning mechanisms with note to see Standard II.</td>
<td>Munde will add this to the list.</td>
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<td>15</td>
<td>Noted that as of January 2012, program admissions by exception were 7%</td>
<td>Include this information in Standard IV</td>
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<td>15</td>
<td>Map of geographic distribution of MLS students move to the end of 1.2.10.</td>
<td>Harer will provide Munde with BIC report that indicates county of residence of all current students.</td>
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<td>16</td>
<td>Delete internal note “(this link is currently blank)”</td>
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</table>
16 Prior to Table I.4, explain that standards 1.2.2-1.2.9 are met at multiple points throughout the course sequence, but only the courses specifically targeted to program objectives have been included in the table. Munde will add.

16-25 I.2.2-I.2.9 Develop radar charts to indicate course coverage of program objectives in required courses for all pathways Munde will work on this

19 Course learning objectives for LIBS 6142, 35 and 37 should be included in Table I.4 Sua and J. Jones will send Munde the current syllabi for these courses.

20 Include discussion of LIBS 6018 in regard to standard 1.2.2 (legal and ethical issues) Munde will revise

20 After discussion, include LIBS 6735 as related to standard 1.2.2 and offer the course in summer 2013. Harer will offer LIBS 6735 in summer 2013.

21 ALA/ACRL Standards for Libraries in Higher Education (2011) need to be added to TaskStream materials for Tiers I and II and LIBS 6018 and 6991 in order to produce alignment tables to be included as Appendix I.D Munde will send a list of these standards as they apply to the preparation of academic library personnel to faculty who teach these courses.

21 Last paragraph. Include LIBS 6144 in the discussion on preparing students to teach information literacy skills. J. Jones will send Munde information on this course for inclusion.

22 First full paragraph, change “students prepare an instructional plan and presentation for peers to develop library utilization skills” to read “students prepare an instructional plan and presentation for peers to develop library utilization or technology skills” Munde will correct

22 Include chart of ALA Student Chapter book collections. J. Jones will provide this chart to Munde

23 At the end of I.2.5, make reference to student publications and presentations and work samples included under Standard IV Munde will revise

24 Near the end of I.2.6 include EDTC 6010, EDTC Munde will revise
6020, EDTC 6060, EDUC 6001 and ADED 6307 as frequently selected electives by students in the program, along with short descriptions.

24 At the end of 1.2.7, include as an appendix, a list of assigned readings in relevant courses that originate in other disciplines.

25 Explain that LIBS 6903 Special Topics Library Services to Diverse and Special Populations subsumes material formerly taught in LIBS 6557 Library Services to Diverse Populations. Munde will revise. Sua could consider revising LIBS 6557 for GCC purposes rather than proposing a new course to GCC.

25 Change “list of key computer applications” to “list of key technology applications” or otherwise reword to clarify.

26 Add web site survey to list of methods used to solicit student feedback

26 Delete or explain how activities listed under COE/ECU are methods of soliciting feedback.

27 Delete or explain how activities listed under At-large publics are methods of soliciting feedback.

28-35 Artifact proficiency rates from TS are ready to be added at any time.

28 All occurrences of Internship Site Supervisors ratings of student competencies/dispositions in Table 1.7

All faculty will send Munde a list of assigned readings by course that originate in business management, literary criticism, instruction technology, education, etc.

Munde will solicit a list of the key applications students learn and use throughout the program from faculty. Faculty do not need to report Blackboard, Centra or Skype in their lists.

Munde will revise

Munde will revise (these items are more relevant to quality control than methods to solicit feedback)

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Marson will run a report as soon as pending artifacts from 2011-2012 have been evaluated.

Munde will send Sua a data collection form and the
Internship Site Supervisor Reports are collected and located in Dotson’s and Sua’s offices, but need to be compiled.

semesters/years for which data is required. Dotson will produce LIBS 6991 rosters for the period. Sua will instruct the student worker on how to complete data collection forms.

30 Noted that LIBS 6018 and Tier III courses will not have all student proficiency information in TaskStream. For these occurrences, faculty will have to compile combined proficiency rates from artifact scoring rubrics and TS rubrics.

Valentine will send proficiency rates for his sections, and Munde will send the proficiency rate from her section.

33 Delete text in column three of MLS Objective 7 “produced an ILS evaluation” and replace with “produced a multimedia presentation”

Munde will correct

38 Note that complete Internship Supervisors’ Evaluations for LIBS 6991 should be pulled and retained as source information for ERP members.

Munde will ask Sua if she will have the student worker retain these documents and give to Sua during data collection.

As an aside, Munde reported that the alumni survey had been deployed on January 23 to 234 alumni emails and so far, about 40 responses had been logged.

The meeting concluded at 3:30pm.