MINUTES
Department of Library Science
October 18, 2011
Joyner 2306
1:30 p.m. – 3:30 p.m.

PRESENT:

Drs. Larry Boyer, Kaye Dotson, John Harer, Al Jones, Jami Jones, Barbara Marson, Gail Munde, Patrick Valentine, and Elaine Yontz; Karen Mathis.

HANDOUTS:
- Agenda
- Minutes from September 13, 2011 meeting

The meeting was called to order at 1:30 p.m. by Dr. Boyer.

CORRECTIONS TO THE SEPTEMBER 13 MINUTES:

Corrections were made to the minutes of the September 13 meeting. Dr. Munde asked for clarification about the need for students to upload their Initial Impression Essay, Final Impressions Essay, and Personal Philosophy Statement to Task Stream. Since the Initial Essay is assessed in LIBS 6010 and the Final Impression Essay and Personal Philosophy Statement are assessed in LIBS 6991 it is not necessary to have these documents uploaded to Task Stream. Dr. Munde made a motion that these essays not be uploaded to Task Stream. The motion passed unanimously by voice vote.

NEW BUSINESS:

KAREN MATHIS’ RETIREMENT

- Karen Mathis, the Department’s Administrative Support Specialist, is retiring effective February 1, 2012. Barbara Little, the Executive Assistant to Dean Patriarca, will ask the Dean about granting a temporary position until an individual can be hired. Ms. Mathis and Dr. Yontz will capture the entirety of the former’s work duties in priority order for the development of a job description for this SPA position.

Significant discussion ensued about advising and counseling. At the present time Ms. Mathis spends considerable time (approximately 75 percent of her time) counseling students on more routine matters; however, the faculty considers Ms. Mathis’ personal touch to be a significant plus that distinguishes us from other library science programs.

Dr. Munde suggested that each faculty member devote time during their scheduled office hours to answer questions. Furthermore, it was suggested that Dr. Valentine advise students in lieu of college service since he is moving to Spartanburg, SC.

No decision was made, but Dr. Yontz said that consistency must continue. Ms. Mathis commented that once the curriculum has gone through the curriculum change process and the tier structure is clearly identified in the graduate course catalog then students can register themselves, and will not need as much registration guidance.
RECRUITMENT

- Recruitment of students is important. The following information about recruitment was shared and discussed:
  - ECU’s Graduate School and Professional Fair will be held October 20. Information about the Department will be available at the COE table.
  - International possibilities were discussed. Dr. Harer has worked as a school librarian in Germany. Dr. Marson has arranged for a student working at a school in Turkey to talk to her class as well as the ALA Student Chapter.
  - The Department had a significant presence at NCLA and NCSLMA by sponsoring booths and participating in the library school reception at NCLA. Dr. Yontz mentioned that continuing this presence is important.
  - Dr. Etta Baldwin, an adjunct and Media Supervisor for Robeson County, NC, has arranged a fair in Robeson County on October 25, 2011 to recruit school librarians for projected openings in that county. Dr. Marson will represent the Department at this recruitment fair.
  - Dr. Harer discussed an IMLS grant idea to partner with COLRS graduates to hold recruitment fairs throughout the state. Dr. Harer met with Dr. Zambone, Interim Associate Dean for Grants and Funded Research and Director of Research Management, to discuss support (e.g., grant writing) for this grant since time is of the essence. Dr. Harer will contact Dr. Cherry of the IMLS with questions pertaining to the grant.
  - Ms. Mathis reminded faculty that last year the Department participated at a well-organized recruitment fair, ENCAA - Eastern NC Career Alliance.
  - MALIA (Mid Atlantic Library Alliance) - a multi-state networking alliance - might be another recruitment possibility.
  - Dr. Munde suggested that the Department might want to recruit military wives into the program.

COMMITTEE REPORTS

- Dr. Harer reminded faculty of the upcoming curriculum planning meeting on October 24, 2011 from 9 a.m. to noon in Umstead 125. Faculty is requested to email their course syllabi to others prior to this meeting.
- Dr. Harer’s Qualtrics survey on the curriculum has been deployed and 37 responses received.
- Dr. Harer reported that the department’s curriculum committee met on October 4. Two students, P.J. Frick and Tavia Clark, were in attendance. Ms. Frick attended virtually. At the next meeting the curriculum will be examined more closely.

TRIP REPORTS

- Dr. Dotson attended presented at NCLA and NCSLMA. She reported that approximately 12 to 13 of our graduates presented at NCSLMA.
- Dr. Marson who also attended the above conferences was honored to meet Scooter Hayes, a former student and creator of the Dewey Decimal Rap that went viral on YouTube.

ADJOURNEMENT:
The Meeting was adjourned at 3:20 per Dr. Yontz’s motion that was seconded by Dr. Marson.