MINUTES
Department of Library Science
November 8, 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 (via Skype), and Elaine Yontz; Karen Mathis.

HANDOUTS:
- Agenda
- Minutes from September 13, 2011 meeting
- Governance of Graduate Academic Matters
- 2009-2011 Enrollment Figures (College and Department)

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

JOYNER LIBRARY DISTANCE EDUCATION SERVICES:

Angela Whitehurst, Interim Head of Reference, offered a presentation on DE services available through Joyner Library. Some of the resources available are:
- Lib Guides – the site is being revamped and updated; can be customized to each class
- Research Tutorials – Research Basics 101 and Graduate 101
- Electronic Reserve – only if the material is not in a database; material can only be reserved semester-by-semester
- Beth Winstead is the Library Copyright Officer and is available to answer any questions pertinent to copyright issues

Minutes from October 18, 2011 meeting were reviewed. John Harer moved to accept the Minutes as presented. Gail Munde seconded.

NEW BUSINESS:

News from COE Leadership Meeting:
- Graduate Enrollment – Dean Gemperline suggested putting easier courses early in the program to make retention easier. Harer said he and Dr. Yontz were working on a recruitment plan for the IMLS Grant they are developing. He said it may be possible to implement the plan early to increase enrollment.
- Report on spring admissions – Mathis said 11 students had been admitted so far but this was not a true picture of admissions. Because of the change in the GRE, scores for any tests taken after August 1 would not be sent to the Graduate School until November 9. Hopefully there will be a substantial increase in admissions after that date.
- Syllabi Project – centralized template for all syllabi with electronic access; this should help with consistency.
- Starfish – Munde asked if graduate faculty were supposed to do anything with Starfish. Harer said right now it is only for undergraduate students. Yontz said using the tool with graduate students will be coming. It is supposed to be a retention tool.

**ALA Committee Meeting**

- Drs. Yontz, Munde, and Mott will be going up to Chicago on November 18; the meeting with the Committee on Accreditation is scheduled for November 19 and should last about one hour.
- Gail Munde had asked Sandra Warren, who attended the meeting a couple of years ago what to expect. Warren said when they attended, each of the three took two talking points.
- Yontz emailed Karen O’Brien in the COA Office on any pointers. O’Brien said handouts probably would not be needed. She said the COA chair will welcome the attendees and ask for introductions. Then there will be time for any remarks the representing program would like to make – maybe provide updates to the request, especially relating to further progress with the plans indicated in the report. They will want to describe how the momentum of current activities can lead seamlessly into the comprehensive review cycle for a visit in either fall 2013 or spring 2014. COA members will have an opportunity to ask questions and the program representatives may also ask questions.
- Munde is trying to put together notes explaining how the report was written; what areas we need to work to improve especially using assessment and planning results. She might also use some of the WILIS 2 data.
- Harer said the Curriculum Committee is working diligently on revising curriculum.
- Munde asked the faculty to let her know if there are particular areas in the standards to pull out for talking points.
- Harer said there were some concerns with the academic pathway but now the pathway is better defined.

**IMLS Grant Application**

Yontz said there is a December 15 deadline but she and Harer need to get the proposal to Dr. Zambone before the end of November. According to Kevin Cherry in the IMLS Office, the old COLRS application just needs to be tweaked. Harer said the focus will once again be on rural schools and on minority recruitment. He said recruiting will begin mid-spring for admission in fall 2012, with the bulk admitted spring 2013. He will begin recruitment trips to Historically Black Colleges and Universities.

**PPC and Department Organization**

For spring, administrative support will be shared by BITE. There will be a temp or student helper the rest of the time. Cynthia Miller from BITE will help with advising. Harer said there is a forum scheduled for November 30. A Jones said the Code Committee is talking about structural changes mostly in Curriculum and Instruction. Munde asked how C&I did Tenure and Promotion and Curriculum Committees. She does not see how this would work with a combined department. How would someone with a business education background be able to vote on library science tenure? Boyer recommended inviting Dean Patriarca to a department meeting and marshal reasons why the department should stand alone.

**HOLIDAY BOOK DRIVE**
J Jones said books will be collected for the Little Willie Center. Student Kelley Loftis is heading up the student book drive. Bring books in by December 13.

COMMITTEE REPORTS
- Graduate Council Committee – Harer shared the Governance of Graduate Academic Matters showing the organization structure on the Graduate School and where the Graduate Council fits in. The Graduate Council will report to the Faculty Senate.
- COE Library Committee – Marson said the Library Committee will meet November 14.
- COE Tech Committee – Marson said the goals are to survey schools in the area to see what type of technology is being used.
- LS Curriculum Committee – Harer said students Tavia Clark and PJ Frick offered comments on courses, course products, and other issues. This helped to frame some ideas for curriculum revisions.
- Diversity Committee – Dotson said they are looking at ideas for college-wide diversity techniques.
- CTE – J Jones had nothing to report.
- Research Committee – Munde invited faculty to attend the brown bag lunches.
- Planning Committee – Valentine said they will be meeting on Thursday, November 10.

Marson said the Ning issues have been resolved and the account has been transferred to her.

ANNOUNCEMENTS
- Yontz said she is having her first experience as a reviewer for AASL. She said it is entirely focused on student learning outcomes. All reviews are conducted virtually and it is an entirely different process from ALA.
- A Jones said he had an article accepted for Library Quarterly.
- J Jones attended AASL and said everything was about student learning and Common Core standards. She said our curriculum will probably need to be revised to meet Common Core. Both 6135 and 6137 will need to be revised to meet Common Core.
- Dotson announced she was going to AECT.

ADJOURNEMENT:
The Meeting was adjourned at 3:27.