MINUTES
Department of Library Science
December 13, 2011
Umstead 125
1:30 p.m. – 3:30 p.m.

PRESENT:
Drs. Larry Boyer, Kaye Dotson, Al Jones, Barbara Marson, Gail Munde, Elaine Yontz, Dr. Etta Baldwin (part-time instructor), Karen Mathis

HANDOUTS:
- Agenda
- Minutes from November 8, 2011 meeting
- FAQ document for ALA candidacy
- Advisory Board document
- Summer and Fall 2012 Schedules

The meeting was called to order at 1:35 p.m.

I. Yontz introduced Dr. Etta Baldwin, part-time instructor, and asked those in attendance to introduce themselves. Yontz said she had to leave to help Harer finalize a grant proposal which is due to OSP. She wants to be present for the first four items on the agenda and then she will need to leave.

II. Minutes from November 8, 2011 were reviewed. Yontz suggested one revision regarding the recruitment focus of the IMLS Grant Proposal. Munde made a motion to accept the agenda and the Minutes with revision. Dotson seconded the motion. There was no discussion.

III. Yontz passed out a document on questions which might be asked by present students and suggested answers. Regarding the question about possibly writing a letter for a student stating all degree requirements have been met even though graduation will be delayed, Mathis said that would not be possible. We can only right that type of letter after the Registrar's Office has verified all degree requirements have been met. Munde recommended giving the students expecting to graduate in summer 2012 the option of delaying graduation until fall 2012 in order to fall within the “grandfather” clause for an ALA-accredited degree. Then the student can be responsible for the final decision. A. Jones said he read something in the Denver application regarding courses pre-accreditation students could take to receive an ALA-degree. Munde asked if Jones would look into this further to see if there is a possibility for doing anything for our students who have already graduated.

IV. Mathis reported that to date there were 22 students admitted for spring semester and 193 degree students registered for spring. This is just slightly behind the figures for fall 2011 and there is still time to admit and register students through the first week of class. Boyer asked Mathis to report on the meeting with Cindy Miller and Marguerite Latham from BITE. Miller will be taking over the advising of the MLS students. Miller keeps all her advisees in an electronic file. Mathis will scan pertinent documents from student files and send them to Miller so she can begin a database for the library science students. Miller will come over in early January to see how Mathis takes care of graduation summaries. Transcript evaluations for students requesting transfer credit will still be done by library science faculty. Miller said BITE would have a mass mailing to NC public schools and community colleges in January and would love to include
information on the library science program, as well. Marguerite Latham will take care of travel, ordering supplies, and general office duties. She will be sending over some of BITE’s work study students to help cover phones and be available for general clerical duties.

V. Munde passed out a document from the ALA candidacy application for a proposed Advisory Board. Munde said the board would only need to provide advice and/or input. Maybe have two meetings a year – one each semester – on a Saturday afternoon with lunch provided. The MLS program would report on what we have done, what we would like to do, any curriculum changes, etc. Munde said she would be willing to draft a letter of invitation to the names listed. She would send an agenda on the topics to be covered.

VI. Regarding prep for department meetings, the faculty present expressed a request that the agenda be posted at least a week prior to the meeting. This would allow faculty and students time to respond with any additions or comments.

VII. Marson reported on TaskStream and announced that student accounts would be set up in spring. Students admitted for fall will need to hold on to their artifacts until spring. All tier 1 and 2 courses are in TaskStream but not all rubric components have been matched to standards. LIBS 6018 and the school pathway courses will be the next set of courses for TaskStream. There was some concern that students admitted for fall semester were not required to set up accounts, especially since the rest of the COE has already implemented TS. Marson said students need to know a subscription is required for TS. A. Jones asked about rubrics which are usually turned in to the office. It was agreed that faculty will hold on to fall rubrics.

VIII. Committee reports –
   a. Advisory Council – A. Jones passed out information from Advisory Council regarding Methods Licensure. DPI no longer offers Methods Licensure for faculty. Faculty will need to follow regular licensure procedure
      i. Verification Form from institution where degree was received plus Praxis score
      OR
      ii. Taking required courses and Praxis score

IX. Announcements –
   a. Holiday book drive – books can be left in Karen’s office. Elaine will take to Little Willie Center.
   b. Mathis passed out tentative schedules for summer and fall 2013.
   c. Munde asked Boyer if he knew if there were any follow-up to the PPC meeting. Boyer said Dr. Patriarca presented her case but no feedback was provided at that time. Munde said she sent a copy of the ALA Candidacy Application to Ron Mitchelson to bolster the library science program.
   d. A. Jones said he would like a good definition of information science and the difference between information science and library science. He wants to be able to explain the difference.
   e. Mathis reminded everyone of the MLS Graduation Reception scheduled for December 16, 11:30-1:30 in Joyner Library. 19 students indicated they would attend, with a total of 100+ attending. There will be food catered by Aramark.

ADJOURNEMENT:
The Meeting was adjourned at 3:23.