Draft Minutes from August 2014 Library Science Degree Program Meeting

08/26/2014, 1:30-3:00 pm, Ragsdale Room 218

Present: John Harer, Barbara Marson, Al Jones, Jami Jones, Gail Munde, Lou Sua, Elaine Yontz and Kaye Dotson

I. Welcome Back

Dr. Harer welcomed us all back to a busy upcoming year with the approaching ALA visit and our new grant program underway. He expressed strong confidence in the entire Library Science faculty in meeting the challenges ahead. Challenges include:

The teaching and advising needs of 80 new students

ALA: our preparation for the visit and the merger of new programs into the department.

As to the merger Dr. Harer, as Program Coordinator continues to have autonomy about course instructor assignments, and many other issues. He would however like to see greater clarification in terms of the budget and our autonomy. He will meet with the department interim chair soon about this.

II. Enrollment and Workload

176 students are enrolled. Numbers are very high.

In order to support instruction, enrollments of 27 students for undergrad courses and 17 for graduate courses are required. Library Science had been operating with 20 students for grad courses, so we may need to drop our numbers.

John explained the process for calculating workload in detail (See attached),

He also explained the workload policy and passed out the attached handout, explaining for both tenure and tenure track teachers.

The possibilities for future course release action were discussed.

III. Accreditation and Site Visit

An update was provided on details of our upcoming site visit. Rooms are reserved at City Hotel; a work room location was discussed with several ideas proposed. It is necessary to wait until the 10th day of the semester to determine available rooms. The room (s) will need computers, wireless, shredder, data projector and other technology items. Dr. Munde is placing each visitor in all courses on Blackboard giving them access to content, interaction, etc.
The individuals who should meet the ERP committee were proposed for consideration and include:

Dean Patriarca, the Provost, Vivian Covington, Diana Lys, Matt Long, John Southworth, Bryna Coonin, Alan Bailey, and Cal Shepard. We will inquire of Linda Lillard as to whom and how many are needed.

Flight and travel for ALA visitors was reviewed.

An ALA student chapter chat should be scheduled near the visit.

IV. NCEDDS

27 students began this fall
3 will begin in spring

V. Curriculum Committee

The curriculum establishes autonomy for our program. Gail Munde, Jami Jones, and Elaine Yontz will serve along with a current student and an alumna.

VI. Other Remarks and Consideration

Dates for program meetings will be decided after a regular department meeting date is selected.

Meeting adjourned at 3:00