MLS Program Faculty Meeting
January 15, 2016, Ragsdale, 1:30-3:30

Present: Drs. Harer, Dotson, Al Jones, Jami Jones, Strecker, Sua, Yontz
Absent: Dr. Marson

The minutes of the December 2, 2015 meeting were not available.

John reviewed the news and important information on the agenda:

- It was decided to table the agenda items: (1) recruitment and (2) Summer and Fall course offerings.
- Beth Strecker was introduced as the new member of the faculty
- Latest admissions and enrollments were distributed. John noted that
  - There were 39 Spring (2016) term new admissions who matriculated and that this compared favorably to the last two years (2015 at 25 and 2014 at 21)
  - There are five non-degree admissions seeking “Media coordinator” as their program. Four of these are students who possess a Masters of Library Science but need the courses required for school library media licensure. One is a new student who needs to apply to the degree program
  - This review also included course loads as they stand as of January 14
- Kaye and Lou discussed the new IMLS Laura Bush 21st Century grant proposal that was submitted the morning of our meeting. Twenty scholarships for public library concentration students will be funded if the grant is received.
- John discussed the new office spaces for the department and our program. Beth is being given Scott’s old office (Ragsdale 213) and the 217A/B offices assigned to the program are now the IDP department offices. John discussed the reasons for this change.

John announced that he expected to receive news of the H. W. Wilson gift of $15,000 sometime within the next two to three weeks (as last year the Wilson board met on January 15 and announced at ALA). The faculty discussed the way and number the scholarships will be offered and criteria for the scholarships. The discussion on the distributions of the scholarship included:

- The decision to offer scholarships on a staggered basis as follows:
  - Year 1: to a student or students one of the three pathways
  - Year 2: to a student or students in the second pathway
  - Year 3: to a student or students in the third pathway
  - Year 4: generally, it was considered for another pathway but no specifics were determined
- It was determined that by dividing the $15,000 by four for each year would yiled $3750 per year to award. Discussion on how many scholarships per year would be awarded was divided:
  - Some faculty suggested two per year: the argument was that we could help more students
  - Some faculty suggested one per year: the argument was that we could give much bigger boost to one student
- John was asked to poll the faculty
John suggested that the program establish a link on the program web page to load assessment documents. He also said the program needed to establish an assessment committee that would meet once a year and review the results of the assessment products and discuss how that data could improve the program, then submit the minutes of the committee on the assessment link of the web page. John explained that this arose from the COA’s request in the letter awarding accreditation in the ALA/COA annual report to include what assessment methods were conducted, where they were publicly available and how the data was used to improve the program. It was agreed to create the link and load the relevant documents. John will solicit volunteers for the committee.

A brief discussion ensued on how to deal with late admissions. John distributed a document outlining the timing of the applications for the Spring term. The discussion was tabled for another meeting.

Elaine introduced several curriculum initiatives that needed to be voted on by the faculty. Decisions made included:

- A decision to retain LIBS 6031, Library Administration and Management, as a core (which means required) course for all students. Harer, who sits on the Public Library Certification Board for North Carolina, was able to clarify that keeping the course as required helps to insure that all ECU MLS graduates will be eligible for Public Library Certification upon graduation, and this was one strong factor in this decision. Keeping the course as required also addresses input from the Advisory Board about the importance of maintaining emphasis on administration and management in the curriculum. The discussion confirmed that the assignments within the course are applicable to all types of libraries and that students choose a type of library that fits their own goals as the focus for all of their assignments in the course. Passed unanimously.

- Decision to support changing the language in the degree description in the catalog in two ways:
  - Change “pathway” to “concentration,” and
  - Omit the description of the three tiers from the catalog.
  - Both of these changes will bring the MLS degree description into consistency with the vocabulary used to describe the other degrees across the campus. The change to the word “concentration” will also mean that students’ concentrations will appear on their transcripts and on their diplomas. Passed unanimously.

- Decision to request course number changes for two courses that currently have 7xxx numbers:
  - LIBS 7050, Public Libraries to LIBS 6830
  - LIBS 7030, Financial Management of Public Libraries to LIBS 6850
  - These number changes are consistent with the MLS course re-numbering plan that has been recommended by the Graduate Curriculum Committee and which was approved by the MLS faculty on 11/02/2015. Because these two courses are part of the MLS Program in the Public Library concentration, they need to have 68xx numbers; according to the re-numbering plan, 68xx are “courses required for public & academic concentrations and general electives.” Passed unanimously.

- Decision to retain all other 7xxx courses in the catalog. Though the value of retaining the courses was questioned because they are not being offered currently, the faculty decided
that the courses and the course plan that they illustrate could be useful if the library science faculty members decide to pursue a doctoral or certificate program in the future. Passed unanimously.

- Elaine pointed out that a document with proposed revision of course pre-requisites had been distributed via email on 1/14/2016. Faculty members were asked to review the proposed pre-requisites for the courses that they teach and to email Elaine by end-of-day on Tuesday, January 19, 2016 with either an “A-OK” or with requested changes.

The meeting adjourned at 3:30.

Minutes recorded by John Harer