Dotson called the meeting to order.

The minutes of September 9, 2017, taken by Strecker, with the suggested changes were approved.

Yontz reported for the MLS Curriculum Committee and stated that the changes to the objectives of LIBS 6042 approved by the MLS faculty will be moved forward through the process. The new courses and program changes voted upon last academic year are anticipated to complete the curriculum process during 2017-18. The new courses are LIBS 6852, Digital Libraries; LIBS 6855, Library Advocacy; Information Literacy; and LIBS 6854, Library Services to Special Needs and Diverse Populations. The program changes included graduation requirements that reflect new prerequisites and requisites.

Dotson brought up the topic of certificates. It was agreed that the 077 certificate via MSITE should be promoted by our program and on our website. Strecker discussed DPI’s new digital learning requirements that will go into effect in 2019. She emphasized media coordinators need to be involved with technology and will be expected to provide professional development monthly. She suggested that faculty review their course assignments and provide additional opportunities for students to use technology. Strecker will provide a list of possible technologies to infuse into the curriculum.

Harer reviewed the requirements for the community college certificate that the program currently offers in conjunction with Adult Education. Marson mentioned that this information is not on the program website. Harer will draft an explanation to include.

Harer reported for the MLS Admissions Committee and indicated that the committee is reviewing the deadlines for applications. He indicated that applications often get stalled by missing test scores and that more information on that process and timing is needed. The committee will also discuss its procedures on admissions by committee vote versus allowing the MLS Program Adviser to approve admissions that meet minimal requirements. The current procedures for admissions by exception will also be reviewed by the committee. Yontz mentioned that a 2010 document that established criteria for these admissions might be helpful in the review.

Marson reported that at least five applications have been submitted for the Paris Study Abroad course, with one of those being complete. She indicated that many others have expressed
interest. Harer suggested sending notifications of the course opportunity to other library schools. He also mentioned the possibility of including an American school as one of the sites for a visit.

Dotson reminded everyone that advising week begins on October 23, 2017 and that registration for spring begins on November 3rd at 5 P.M.

The faculty reviewed upcoming conference trips. Several faculty will be attending NCLA in Winston-Salem, NC (Dotson, Harer, Jones, A., Marson, Sua, Yontz). The program will have a booth in the exhibit area and will host a dinner at Jeffrey Adams on October 18. Sua and Yontz will attend the West Virginia Library Association in early November. Harer mentioned the paraprofessional conference in Virginia for spring as a good recruitment conference.

Harer reported that the program Advisory Board will meet November 4, 2017. The current board members are: Alumni Kevin Vickers and Hugh Davis; current students Michele Osborne and John Dunning; Meredith Ward Hill, representing school library employers; David Miller and Erin Gathercole, representing public library employers; Jan Lewis and Janice Parisher, representing academic library employers; Amy Whitmer, representing library educators; Marion McLawhorn, representing the community (not confirmed); and Scott Glass, representing the ECU College of Education.

Marson reported on her conversation with Cole Dittmer, Marketing and Communications Manager, regarding replacing the photos on the MLS web page. Dittmer can set up a photo shoot for use within the area. It was agreed that setting up a shoot could take some time and that new stock photos could be used until that is done. Marson will discuss this with Dittmer and Yontz will also help to review possible photos.

Dotson mentioned the progress on updating program brochures. She has contacted Creative Services for a mock-up and will keep the faculty informed.

Dotson reported that she will recruit graduate assistants to help with gathering information needed to update the program scholarship and award plaques. Marson mentioned that announcements had been posted on the MLS Facebook page. Yontz also reported that she has worked with one graduate assistant in capturing some of the Facebook information for an Excel spreadsheet.

Dotson reported that one of the adjuncts for the undergraduate storytelling class is not able to teach for the spring. She is searching for a replacement and welcomes suggestions.

Dotson reminded that faculty that course reviews are coming up soon. She will email information on this process.

The meeting adjourned at approximately 3:30.

Respectfully submitted,
Barbara Marson