

MLS Program Meeting Minutes
October 13, 2020 via WebEx
10:00-11:30

Present: Kawanna Bright, Mónica Colón-Aguirre, Kaye Dotson, Africa Hands, Al Jones, Laura Mangum, Barbara Marson, Rita Soulen

The meeting was called to order at 10:00am.

The minutes from the previous meeting were reviewed. Rita asked for the phrase “compared to full-time faculty,” be added. A motion to approve was made by Al; Laura seconded.

Recruitment – UNC Charlotte

Future events – see accompanying document

Kawanna and Mónica reported on their attendance at the UNC-Charlotte recruitment event that they attended on October 8. The students who showed up just wanted Grad School information. They expressed frustration with this experience of virtual recruiting and stated that we need to have a booth for ourselves, not with the Grad School. Laura and Barbara agreed to meet with Kathy Cox to relay these concerns and investigate ways to make the process better. The next large recruitment event will be the ECU Graduate School Virtual Fair. Barbara, Kawanna, and Rita will participate.

“Targeted Advertising” via the Graduate School – future campaign

Barbara received an email from Scott about the Grad School wanting to engage in targeted advertising. We were selected as a high priority program with the potential for growth. When Barbara knows more, she will forward the information to the faculty. Barbara replied to Scott that recruitment and advertising are important, but that we also need the vacant faculty position filled.

Enrollment

Laura reported that, to date, 16 students have been admitted for spring 2021. Three outstanding applications are 75-92% complete and nine applications 50-66% complete. In response to a question about follow-up, Laura stated that she follows up with prospective applicants by emailing them on a regular basis to let them what is missing from their applications.

Spring courses and advising

Laura reported that advising week is October 26 – 30 and that registration begins November 6 @ 1pm. There was general discussion about Degree Works plans of study and how to approve and manage plans. Laura will begin to run projections reports; however, only approved Degree Works plans will factor into the projections report. Rita asked about advising a student who wants to take 3 courses next semester, yet she had to take an incomplete when she took 3 courses previously. Though she has completed the incomplete. Kaye stated that it’s our policy

that if you have an incomplete you can't take more than 2 courses during the following semester and that we need to post these policies and make them official. Kawanna expressed concern about deterring students from taking 3 courses and that one incomplete doesn't indicate a pattern. Africa stated that we are not ready to make a policy on this. Barbara stated that it is up to each advisor to provide guidance to each advisee based on individual needs of the student and on the judgement of the advisor.

Advising manual

Laura has developed an advising manual of FAQs which should be helpful during advising week. It is located in Teams in the Advising folder.

Website changes

Barbara and Laura reported on some website changes. The bar of six blocks has been moved from the bottom to the middle of the page to promote visibility of the information. The block for concentrations was removed and that information included in the the "MLS students" block. A block for faculty took the place of the concentrations block. Future updates and changes will be announced.

Self-study continued work

Barbara is continuing to work on the self-study and will be requesting updated information as she proceeds.

Committee Reports

- **Curriculum** – Rita reported that the minutes for the last Curriculum Committee are in Teams, in a folder titled MLS Curriculum committee. The minutes are a draft. A major discussion centered around the curriculum workshop scheduled for May 2021 and whether to review LIBS 6991 & 6992 at that time. It was decided to return to the original plan of reviewing 6019, 6026, and 6026. The revisions to LIBS 6828 are still in process in the Graduate Curriculum committee, with updates to the syllabus having been completed. The projected date for GCC approval is January 2021. The MLS Curriculum Committee is continuing to review the individual concentrations and their respective requirements for electives. Another area that the committee has reviewed is changing the course titles for the internships, to remove the word "seminar." However, after investigation, it was determined that the term "seminar" is appropriate. The proposed changes for the titles of the internship courses (6991 and 6992) are to add school to 6991 and public/ academic to 6992.

Assessment

The assessment committee hasn't met yet; however, Barbara wants to review our use of the data in Taskstream portfolio to be more effective. Barbara is in the process of updating the standards for alignment. There was discussion about the students making

the connections between the standards and the course in the reflection part of the artifact. This is something that could be revised.

ALA Student Chapter

Monica is coordinating with Debra Trogdon-Livingston, the student chapter president. She is planning the second activity for the semester, a diversity café. She is looking for participants for panelists and plans to hold the webinar in early November. This past year due to the pandemic, ALA made the decision to not have the student to professional program for the conference since it was virtual. Providing this opportunity has been a perk of being the ALA Student Chapter President. Barbara stated that last year, we offered to pay for the president to attend the virtual conference, which was only \$60.00. At this point, we do not know if the conference will be virtual or live.

This discussion led Africa to ask if there are funds to help students attend a virtual conference, webinar, or workshop. Kaye said there are not funds, but something that needs to be investigated. Barbara agreed to investigate this possibility.

Submitted by Laura Mangum; revised by Barbara Marson