

**MLS Program Meeting Minutes**  
**March 16, 2022**

Attendance: Barbara Marson, Rita Soulen, Al Jones, Africa Hands, Kawanna Bright, Kaye Dotson,  
Laura Mangum

**Meeting began at 1:05 pm**

- I. Approval of February 9, 2022 minutes
- II. ALA Self-Study Progress
  - Planning for ERP site visit October 3-5, 2022 (possible arrival on Saturday, October 1)
    - a. Barbara reported that standards 3 & 5 need the most work. Rick has offered to answer questions again. Barbara is going to investigate getting a copy editor. Barbara is going to get clarification from Rick on how many examples are a “few.”
    - b. Site visit – probably arriving Sunday rather than Saturday. The site visit brings up an important decision, we need a couple of people to coordinate the site visit with transportation, travel, a workspace in Ragsdale. We need to make a decision about this at our next faculty meeting in April. Kaye asked about data posters and food. Barbara said no paper copies are needed. Laura asked about clarifying the need for posters. Barbara said it would be a good idea to include some posters. Barbara has been in touch with Karen O’Bryan and Dr. Crowe. Dr. Mattock will be starting August 15<sup>th</sup>, and this is also Barbara’s last day. So, they are investigating listing Dr. Mattock as a secondary contact in early June so she can see the communications as they are coming through, if Dr. Mattock wants to do this or she can wait until August 15<sup>th</sup>. Barbara asked the faculty to email her by March 31<sup>st</sup> if members are interested in serving on the site visit committee.
- III. Admission stats to date
  - a. Have admitted 20 students for Fall 2022
  - b. Current enrollment for Spring 2022 is 192 – have had several withdrawals recently (*Enrollment for Spring 2021 was 198*)
  - c. Laura has been keeping a spreadsheet of withdrawn students. If students volunteer the reasons why those reasons are recorded in the spreadsheet. We do not contact students to ask why they are withdrawing. If faculty receive withdrawn emails please forward them to Laura so she can record the information on the spreadsheet.
- IV. WCPL Virtual Library School Information Session, April 26, 2022; 9-noon. Barbara will do a brief intro and then Laura and Africa will do the bulk of the presentation.  
NCCCLA Sponsorship video (sponsorship change from speaker to scholarship).

Planning for MLS Virtual Recruitment Forum (April 28 as tentative date). April 28<sup>th</sup> will probably not work. Barbara says we need to do a poll with the faculty to determine dates. Laura will get the poll together.

- V. DEI Student Scholarship nomination (must be enrolled in Summer 1 course) - Kawanna suggested sending out a Qualtrics survey with how they identify, with a question about why they need the scholarship, and are they taking a summer course. Kawanna suggested following up with Allison about the definition or parameters for this scholarship. Africa asked what the deadline is. Barbara thinks the deadline is April 4<sup>th</sup>. Kawanna offered to put together a survey for this. Barbara read the description which says “historically underrepresented or marginalized”
- VI. LS student speaker at COE graduation – Our program has been selected to have an LS speaker, one of our students. Kawanna suggested our ALA Student Chapter president, Krystal Most. Laura will send a list of graduates to the faculty for them to review.
- VII. Reception for spring graduates? - Do we want to have a reception for students? Kaye said Lou would send out an invitation with an RSVP and the # of guests they can bring. Barbara will check with Allison about who will pay for the food and the gifts. Barbara said it was more of an IDP reception.

Report on February 28 Book Challenges event – Rita – It went well. 17 people attended. Rita has gotten lots of emails from people who wanted the Power Points. Rita said the main idea that came out of the event was to be brave when facing book challenges.

Update on Fixed Term Search – Laura – The committee has gone over the job description in detail and made adjustments so that the description is accurate and designed to attract a maximum number of qualified applicants. It should be approved and ready to post by March 20<sup>th</sup>.

Assessment Committee – vote on proposed portfolio changes – Barbara – The faculty voted in favor of the two new portfolio changes. The committee reviewed the exit surveys from the past few years. Kawanna made new charts for these surveys. The response rate is very low. Reviews of the surveys need to be revisited in the Fall. We need to promote the COE exist survey so we can get a larger pool of responses. Barbara thinks we can add our own questions. Barbara suggested having a set schedule for this review of the survey and for the assessment committee to handle this moving forward.

Curriculum Committee update - Kawanna – Kawanna is presenting our packages today. The package includes the archives course and remove the 6135 & 6137 required courses for the public concentration. She has reviewed the comments and we were asked can we change the wording from a “totally online program” to a “fully online” or “100% online.” It was decided that we will use 100% online degree program. Rita reported that the program curriculum workshop is set for May 11, but Kaye can’t be the 11<sup>th</sup> and her courses are being reviewed so looking at other dates that will work. The date was rescheduled to May 3<sup>rd</sup> at 1pm.

Rita shared that Africa is receiving the Outstanding Research Award tonight.

Kawanna reminded everyone that we have another ALA Student Chapter session on March 22<sup>nd</sup> at 7pm on graphic novels and graphic medicine. This will be our last student event. Kawanna will be reaching out for a new chapter president.

*Minutes respectfully submitted by Laura Mangum*