

CUA



THE CATHOLIC UNIVERSITY OF AMERICA
School of Arts and Sciences
Department of Library and Information Science
Washington, D.C. 20064

LIS ADVISORY BOARD
2015 April 9
Minutes - DRAFT

The LIS Advisory Board convened at 6:00pm on Thursday, April 9, 2015.

Attendees: Bill Kules (chair), Danna Bell, Jack Dale, Marie Kaddell, James King, David Mao, Kirsten Mentzer, Sue Yeon Syn, Elizabeth Lieutenant (note-taker).

Excused: Steve Connaghan, Martin Kalfatovic, Cristina Ramirez, Amanda Wilson.

Board Activities - Discussion generated the following decisions and recommendations:

- The Board Chair defined a quorum as half of the Board's membership, with majority rule on any decisions.
- The Board adopted posting to the LIS website a membership roster (with jobs titles and employers withheld upon request of the individual member) and meeting agendas, presentations, and minutes (after adoption).
- Meeting minutes will be adopted via electronic voting. Minutes will be limited to specific recommendations, decisions, and action items. Board note-taker will revise 20 November 2014 meeting minutes to conform to the Board's directive.
- The Board adopted its updated charge. Revisions included specific goals for 2015-2016 related to accreditation/assessment, curriculum review, and Board membership development.
- Future meetings will support virtual attendance via conference call or Adobe Connect.
- LIS will set up an email listserv, with all Board members and Department staff supporting the Board subscribed, to facilitate communication.
- LIS will investigate setting up a PBworks site or other virtual platform, with technical assistance provided, to coordinate Board feedback and input and archive Board documents.
- The note-taker, on behalf of the Board Chair, proposed an open, transparent recruitment process for new Board members, with current Board members reviewing portions of applications to aid in selection process. Applications will be solicited annually in May and reviewed in June and July, with candidate selection occurring in early August for new members to join the Board during its first fall meeting.

Accreditation - Discussion generated the following decisions and recommendations:

- The Board Chair requested members attend the External Review Panel reception, scheduled for Sunday, April 3, 2016, during LIS's accreditation site visit.
- Board meetings will be scheduled to coincide with *Program Presentation* public review periods: 1) Mid June - early July 2) Early - mid September 3) Early - mid November. Meetings will be scheduled to avoid conflicts with major conferences (ALA, SLA, AALL, etc).
- Board agreed to review and provide feedback and input on draft *Program Presentation* chapters, assigned based on individual member's professional expertise.
- LIS should avoid reusing or applying past *Program Presentation* narratives to its 2016 *Program Presentation* due to LIS 2006 conditional accreditation decision and weaknesses identified by the Committee on Accreditation in its review of LIS's 2009 *Program Presentation*.
- LIS's move from Marist Hall to its new location in the Columbus School of Law should be emphasized as a program strength.

Course of Study Proposals - *Discussion generated the following recommendations:*

- The Board Chair thanked a Board member for suggesting an Embedded Librarian course of study at the Board's November meeting, which contributed to the development of these proposals.
- The Board expressed positive feedback on both proposals.
- The Information Analysis proposal should include curricular coverage of big data, informationist as a representative job position, and the Medical Library Association as a professional organization of interest.
- Once the Community and Embedded Information Services proposal is approved, LIS should consider courses in embedded librarianship and working with diverse populations.

Curriculum - *Discussion generated the following recommendations:*

- LIS should further embed the following key transferrable skills and knowledge for LIS professionals throughout its program and curriculum and ensure their inclusion in the MSLIS's core curriculum: Advocacy, budgeting and financial management, continuous professional development and involvement, diversity and globalization, knowledge management, leadership, marketing, negotiations, project management, and self promotion.
- LIS should consider cross-listing electives within the School of Arts and Sciences for LIS students to take in other disciplines and attract students from other disciplines to LIS.
- LIS should consider an MSLIS and MBA dual-degree program with CUA's School of Business and Economics.

Catholic Mission Statement - *Discussion generated the following recommendations:*

- The following sentence within the Statement should be revised from "*We serve the Church and advance the University's mission to discover and impart the truth through excellence in teaching and research.*" to "*We serve the Church by advancing the University's mission to discover and impart the truth through excellence in teaching and research*" [recommended revisions underlined].