Dean Unsworth called the meeting to order at 2:04 p.m.

I  APPROVAL OF MINUTES
Minutes of the May 2, 2007, meeting were approved as written.

II  DEAN'S REPORT
A. Welcome new faculty, staff, and student representatives; returns from sabbatical; welcome Marc Snir - New faculty members Abdul Alkalimat (in absentia), Jon Gant (in absentia), John MacMullen, Carol Tilley and Kate Williams were welcomed, as were new staff members Anne McKinney (Visiting Coordinator of Instructional Design, WISE), Judy Tolliver (Visiting Coordinator for Informatics Education Programs, 1'), and Robert Kohl, Extra Help employee in the administrative office; and Claudia Rebaza, doctoral student representative to faculty meetings. Faculty returning from sabbatical are Stephen Downie and Terry Weech; faculty on leave, or continuing leave, are Chip Bruce (academic year), Susan Davis (spring semester), Les Gasser (fall semester), and Dan Schiller (fall semester). In his absence, Marc Snir was welcomed as the newly appointed Director of the Illinois Informatics Initiative (1').
B. Mike Twidale named 2007-2008 Centennial Scholar and Executive Committee Vice-Chair - As noted, and for the next month, Mike will perform these duties remotely.
C. Remaining faculty meeting dates for AY07-08 - are 10/3/07 (all Executive Session), 11/7/07, 12/5/07, 2/6/08, 3/5/08 (all Executive Session), 4/2/08, and 5/7/08.
D. Remaining faculty diet dates - are 10/5/07, 11/16/07, 12/6/07 (spouses and significant others are invited), 2/8/07, 3/7/08, 4/4/08, and 5/9/08 (all 4:00 p.m.-6:00 p.m. at John’s home)
E. Library/GSLIS faculty reception - A reception to welcome and meet new Library and GSLIS faculty will be held immediately following today’s faculty meeting in 131 LIS and the East Foyer. All faculty are welcome and encouraged to attend.
F. Mortenson Center/GSLIS faculty and students reception - A reception to meet this year’s visiting Mortenson scholars will be held on Wednesday, September 12, 4:30 p.m.-5:30 p.m. in 131 LIS and the East Foyer. All faculty and students are welcome and encouraged to attend.
G. Spring 2008 faculty retreat - The spring 2008 faculty retreat will be held on Friday, January 18, 2008, in the Heritage Room at ACES, 9:00 a.m.-4:00 p.m. All core, voting, faculty should plan to attend. [Due to conflicts with the spring teaching schedule, this has been cancelled.]
H. Budget, space, and hiring updates - GSLIS received an increase to its base budget for FY07-08 with some funding allocated from the new Library IT fees in reorganization of the tuition GSLIS waives for graduate assistants employed by the Library. GSLIS building space for employees has reached its maximum potential. The Dean is working to gain the space currently occupied by CARLI in the east wing of the second floor; the transition is expected to occur sometime between April and November of 2008. The School has received permission to hire three faculty members over the next two years in conjunction with the Illinois Informatics Initiative and a request to open a faculty search for this year is in progress. A position description is under review by the Executive Committee and will be shared with faculty in the near future. Once permission to open a search has been granted faculty are invited to share the posting on appropriate listservs. Notification of all listserv postings must be shared with Candy Edwards. Additional hiring plans include the transition to GSLIS of the automated learning group from NCSA (agreements have yet to be formalized). Larry Jackson’s decreased work with the Illinois State Library will allow him to lend
greater focus to GSLIS sponsored projects. Faculty with projects on which Larry might collaborate are asked to contact him directly.

I. Front office staff changes and new reporting structure - Following Carol DeVoss’ retirement on August 31, Penny Ames has assumed the communication duties in our Admissions unit. Robert Kohl is working as Extra Help to fulfill Penny’s former responsibilities, and a search is in process to fill the position on a permanent basis. Announcements will be made as appointments become finalized. Robert is also providing clerical support to I3 on a temporary basis. The front office reporting structure has also changed and anyone with questions may see Dorlene for assistance.

J. Graduate and undergraduate hourly appointment notification; faculty office hours - Faculty who plan to hire graduate or undergraduate students must notify Candy prior to the hire; conversely, Candy must be notified prior to student appointments concluding. Most staff positions require formal campus approvals PRIOR TO AN OFFER BEING MADE. Anyone with questions about hiring processes should see Dorlene or Candy for assistance. Faculty who have not submitted their office hours for fall semester are asked to provide that information to Sally now.

III ASSOCIATE AND ASSISTANT DEANS’ REPORTS
A. Linda Smith reported that the CTE is working to migrate ICES forms used on campus to the use of electronic course evaluation forms. GSLIS is piloting the program this semester but it is not yet required. Concerns about response rate, multiple system reminders, and the option to opt in versus opt out, are under review. Faculty are invited to participate in the pilot program and forward comments to Linda.

B. Ken Spelke announced the completion of renovations this summer in the CTL. Campus is beginning a long-term (ten-year) transition in domain name from uiuc.edu to illinois.edu. Work continues on the School’s Emergency Operations Plan and a copy will be brought to the faculty at a later date.

C. Rae-Anne Montague elaborated on Carol DeVoss’ retirement after eighteen years of service to GSLIS, and said her reception was well attended. Today at 5:00 p.m. is the final deadline by which students may make online registration changes, and get a refund without penalty. Students may drop classes until November 9 without getting a “W.” Feedback about advising options and ways in which to enhance/improve the process is sought by Rae. Questions about billing issues should be forwarded to Rae. An update on the School’s latest admission statistics was presented and a copy of the information is on file with these minutes.

D. Diana Stroud reported that the fiscal year concluded with just over $2.5M in new business for the development unit, and the School’s campaign goal was increased from $10M to $15M. Work continues on the campaign goals with discussion of an endowed chair. The alumni reception at ALA was well attended with over 200 people at the event and at the GSLIS booth. Meetings with alums in St. Louis and Washington, DC will take place in the coming weeks. A Foundation event will be held in the Center for Children’s Books on September 8 at 3:00 p.m. as part of Foundation Weekend and faculty are invited to participate. This year’s first Corporate Roundtable will be held at GSLIS on September 7; the second Corporate Roundtable will be held in November in Chicago or by teleconference. GSLIS now boasts approximately 70 corporate sponsors. The development office expects this year to be active with corporate and foundation grants. The Continuing Education Program was highly successful last year in terms of numbers, activities and courses taught; this year the program expects to build on that success. Diana will travel to many conferences and meetings this year and faculty are encouraged to notify her of possible visits to incorporate into her trips.

E. Marlo Welshons provided additional background into the campus’ plan to change its domain name, citing branding and marketing reasons. Work on the Alumni Newsletter is just beginning, the second batch of information materials is nearing completion, and work is underway with the I-Schools initiatives, marketing, and branding meetings. The next meeting will be held in Chicago the end of this month.

IV STUDENT REPRESENTATIVE REPORTS
A. Master's students - There was no representative at this meeting.
B. CAS students - There was no representative at this meeting.
C. Ph.D. students - A request for updated computers in the TA office was brought forward.
V COMMITTEE/PROGRAM REPORTS
A. Admissions Committee - The Admissions Committee has not yet met this semester; there was nothing to report.
B. Doctoral Studies Committee - Anyone wishing to take the field exam should notify Bryan Heidorn now. Reading lists for field exams need to be approved by the exam committees and submitted to the DSC by September 21. The DSC will review and approve the reading lists by October 5. The written field exam begins November 2 and must be completed by 9:00 a.m. on November 16. Oral exams are to be arranged by the student and their exam committee as soon as mutually possible following the written exam.

VI OLD BUSINESS
There was no old business to report.

VII NEW BUSINESS
A. OEOA presentation on Inclusive Illinois campaign (handout) - Dr. Menah Pratt-Clarke, Assistant Provost and Associate Director, Equal Opportunity and Access; and Monique Rivera-Rogers, Program Coordinator, introduced themselves to GSLIS and presented a brief overview of the campus’ diversity initiative, highlighting the Inclusive Illinois program, which promotes and fosters an inclusive and diverse campus community. A copy of the program brochure is on file with these minutes and additional information about the program and its mission statement may be found on their website at www.inclusiveillinois.uiuc.edu. Faculty expressed their appreciation for the information.
B. IFLA update (handout) - Terry Weech presented a summary update of the IFLA meeting held in Durban, South Africa, August 16-25, 2007. Terry enumerated general issues, Education and Training Section’s three major projects, and the work in the Library Theory and Research Section. Also examined was the International Master in Digital Library Learning (DILL) program, and IFLA’s expected reorganization. IFLA will be held in Québec City, Canada in 2008; Milan, Italy in 2009; Brisbane, Australia in 2010. A detailed copy of the presentation is on file with these minutes.
C. IMLS 21st Century Librarian Program Grants (handout) - IMLS RFPs for the Laura Bush 21st Century Librarian Program have a December 17, 2007, application deadline. This may be the final year for this program and the funding categories remain the same as in the past. Faculty were advised to watch for matching funds with federal funds, asked to identify possible partnerships, and invited to participate in a brainstorming meeting to be announced at a later date. Anyone who is contemplating submitting a proposal in response to this RFP should contact Linda Smith. An overview of the program and a listing of grants received by GSLIS faculty to date is on file with these minutes.

VIII ADJOURNMENT
The regular meeting adjourned at 3:26 p.m. and the Executive Session began immediately thereafter, concluding at 4:06 p.m.

Recorded by Dorlene A. Clark