Present: Cindy Ashwill, Ann Bishop, Chip Bruce, Stephen Downie, David Dubin, Jon Gant, Les Gasser, Christine Jenkins, Al Kagan, Lori Kendall, Kathryn LaBarre, Charlie Linville, John MacMullen, Bonnie Mak, Jerry McDonough, Kate McDowell, Rae-Anne Montague, Carole Palmer, Allen Renear, Dan Schiller, Sue Searing, Linda Smith, Diana Stroud, Vetle Torvik, Mike Twidale, John Unsworth, Kate Williams, Martin Wolske; student representatives: Eric Harbeson, Lisa O’Keefe, Ellen Rubenstein; guests: Meg Edwards, Mary Ann Offenstein, Wilhelm Peekhaus, Jianhai Ruan

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

I  APPROVAL OF MINUTES

Approval of the October 1, 2008, faculty meeting minutes were tabled for the December 3, 2008, faculty meeting.

II  DEAN'S REPORT

A.  Welcome new staff: Mary Ann Offenstein - The Dean extended a warm welcome to Mary Ann who has joined the front office staff as an Extra Help employee.

B.  Remaining faculty meeting dates for AY08-09: 12/3/08, 2/4/09, 3/4/09, 4/1/09 (extended meeting 1:00-4:00), 5/6/09 - as noted.

C.  Remaining faculty diet dates - 11/13/08, 12/11/08 (5:00 p.m.-7:00 p.m. with spouses/ significant others), 2/6/09, 3/12/09, 4/10/09, 5/7/09 (4:00 p.m.-6:00 p.m. at John’s home, except where otherwise noted) - as noted.

D.  Ethics training to be completed by November 14 - as noted. Employees who fail to complete the online training as mandated may be subject to financial and employment penalties.

E.  Committee files/minutes from Chairs to Dorlene - including those from past years - Agendas, minutes, and associated materials from standing School committees should be in a central file maintained by Dorlene. Compliance is especially critical to assure comprehensive, historical records of the School are available in-house or as archival documentation. The School has begun discussions with University Archives staff with respect to future storage and access options.

F.  MDA and CCFD updates - Appreciation was extended to those whose generous contributions toward the School’s donation goals for both MDA and CCFD have put the School in good measure to meet both goals by their respective deadlines: December 12 for MDA, and November 14 for CCFD. Pledges/donations to both organizations may be made online. Contact Dorlene Clark with questions about MDA donations; contact Ann Bishop with questions about CCFD donations.

G.  General announcements - Lounge chairs and sofas for the two second floor lobby areas are expected to arrive later this month. I3 staff will soon temporarily return to share GSLIS space while plans are underway for the program’s permanent housing in the Library. I3 shift to the Library is anticipated to occur in late spring or early summer of 2009.

III  ASSOCIATE AND ASSISTANT DEANS’ REPORTS

A.  Allen Renear invited all of GSLIS to visit the Research Office’s webpage, and to contact research staff for assistance with proposal writing.

B.  Linda Smith advised that the U.S. News ranking, a peer assessment process, will begin soon. Advance enrollment is now open for spring 2009 semester. The annual ALISE statistical report is due December 1. Linda will attend a meeting of the Committee on Accreditation on November 21. Together with Bruce Kingma of Syracuse, she will advise on evaluating online programs. The deadline for submitting sabbatical requests for 2009-2010 is December 1, 2008.

C.  Cindy Ashwill announced that a PowerPoint template for use in GSLIS-related presentations will soon be available and will be placed on the Communications Office Resource webpage at http://www.lis.uiuc.edu/pubs/communications/. A copy of the template is on file with these minutes.
first GSLIS staff profile (Valerie Youngen) has been posted to the School’s homepage. Additional profiles
are forthcoming. Suggestions and comments are welcome.

D. Erik Hege reported work in his unit includes increasing the computer replacement cycle from three
years to four years, the acquisition of an automated vacation/sick leave reporting program, implementing a
policy to delete file space of students who have been graduated for more than two years and for people who
have abandoned their accounts, various printer replacement/fixes, a newly established research subnet,
launching a new SVN server, completing lab upgrades, plans to conserve energy in the labs effective spring
semester 2009, and researching options for a CMS solution.

E. Rae-Anne Montague announced the GSLIS Alumni Survey 06/07 graduate report is due out next week.
An advance copy of the report is on file with these minutes. Interest is growing in a new student group with
the proposed name of “Connections” that will showcase diversity.

F. Diana Stroud expressed appreciation for those who participated in the recent Beta Phi Mu and Ph.D. 60
Years Celebration; both events were well attended. The next Corporate Roundtable discussion, featuring
Dan Defend of YAHOO!, will be held in Room 242 LIS on November 14. The December graduate
celebration will be held November 19 from 4:00 p.m.-6:00 p.m. in Room 131 LIS and all are welcome to
attend. It was suggested that future such events be planned around a Friday evening during LEEP weekend.
The School has reached approximately half of its $2M goal toward an endowed chair, and good progress is
being made toward an endowed professorship. Future goals are to raise $5M/center to name a center.

IV STUDENT REPRESENTATIVE REPORTS
A. Master’s students had nothing to report.
B. CAS students requested that additional information be made available in the on-line course catalog with
   links to syllabi and other resources. The Dean advised that we will be seeking to implement such
   enhancements with a new content management system.
C. Ph.D. students had nothing to report.

V COMMITTEE/PROGRAM REPORTS
A. Admissions Committee - is reviewing 61 MS application files for the spring cycle, four MS
   students are on the October graduation list, and 79 MS students are on the December graduation
   list. Application numbers are slightly higher than this time last year. Meg Edwards will be in
   contact with faculty soon to coordinate advising.
B. Doctoral Studies Committee - Four students are expected to take the field exam on November 7.
   At least 20% of last year’s annual student reports are not on file and the DSC is working to
   improve the response. Of the 55 active doctoral students, 35% have been in the program four or
   more years. This number has been grandfathered into the new program parameters and are
   expected to cycle out. No further action is anticipated.
C. Faculty Senate report - Discussion at the November 3 Faculty Senate meeting included proposed
   organizational changes to Global Campus. It was noted that the University is moving forward with
   the program despite less than unanimous support. The University budget will be discussed at the
   next meeting. Minutes of the November 3 meeting are available at
   http://www.senate.illinois.edu/081103_m.asp.

VI OLD BUSINESS
There was no old business to report at this meeting.

VII NEW BUSINESS
A. I3 update/Major/Ph.D. - October 29, 2008, was John Unsworth’s first official day as Director of
   I3. He is working to meet with all I3 staff, deans, directors of small centers on campus, and other
   parties of interest to better gauge where I3 is and the direction in which it should move. Work on
structure, budget, function, direction, and partnerships is happening concurrently. Active research collaborations exist with the College of Education, CII, CHASS, IPRH, eScience and I3 expects to submit a proposal for an undergraduate major in the near future, to begin as early as fall 2009, with incoming freshmen in fall 2010. Campus has not yet formally announced the new degree program. The Dean speculated he would hold this position for at least one year. Campus will search for a more permanent I3 leader thereafter. Announcements will come forward at a later date. The I3 wiki will also move to GSLIS in the near future. The possibility of an informatics undergraduate major and doctoral program was discussed, and faculty expressed no objections to the proposed programs.

VIII ADJOURNMENT
The regular meeting adjourned at 3:02 p.m. and the Executive Session began at 3:08 p.m., concluding at 4:00 p.m.

Recorded by Dorlene A. Clark