ASSOCIATE AND ASSISTANT DEANS’ REPORTS

Associate Dean for Research, Allen Renear –

1) Research Services is available to help
Research Services would like to remind you that if you need help with any aspect of a project, large or small, funded or unfunded, please contact the Coordinator of Research Services, Janet Eke (jeke@illinois.edu), or the ADR, Allen Renear (renear@illinois.edu). If you are planning a grant proposal please let us know as soon as possible. For more information: http://www.lis.illinois.edu/research/services

2) Selected updates
* The Research Showcase working group finalized this year’s Showcase program. Proposal response was again excellent, and submissions very strong. Program details are posted at http://www.lis.illinois.edu/research/showcase.

* The AVCR compliance committee is discussing issues with OSPRA, IRB, OBFS, and other offices (not, however, Purchasing). Let Janet Eke know if you would like weight in.

* The GSLIS research faculty policy is being finalized.

* The ADR will shortly begin conversations and soliciting faculty input to assess and revise the categories currently being used on the GSLIS web site to describe research areas.

* A reminder of the Corporate Roundtable quarterly meeting this Friday 4 March from 11am-1:30pm at the UI Research Park, which will feature a talk from Cathy Blake. It will also pilot the first Applied Projects mini poster session, featuring posters from masters students based on applied final projects in selected courses from Fall 2010. The talk topic and the poster event have generated a lot of interest among corporate members, to the point that a remote participation option in John Unsworth's office will be set up to accommodate LEEP students and any other interested parties. Faculty attendees are hugely valuable at CRT meetings, and are most welcome to participate in person, or remotely either in John's office or from another location. Please e-mail Sharon Johnson for remote participation instructions (sdjohnso@illinois.edu). For more information on the event: http://www.lis.illinois.edu/events/2011/03/04/corporate-roundtable-crt-and-gslis-student-applied-research-projects-presentation.

3) Urgent compliance reminder
* Expenditure confirmations must be in by this Friday 4 March, per e-mail notifications to faculty from OBFS. A large number of faculty have not yet submitted their reports, and are strongly urged to please do so right away. Suzi Harmon is happy to answer any questions about working with the system.

Associate Dean for Academic Programs, Linda Smith –
The summer schedule has been posted and summer course pre-selection (all courses, all students) will take place 2/28-3/18. The fall semester 2011 schedule will be finalized soon and we will set up fall course pre-selection (LEEP courses, all students) for March 14-April 1. Most student time tickets will allow advance enrollment through Banner beginning the week of April 11, although some students may
be able to register earlier. Linda Smith will do approvals for summer course enrollment and for fall LEEP course enrollment, based on student preferences posted to the course pre-selection Moodle.

In the Student Representative Reports for the February 2, 2011 faculty meeting, Caroline Nappo inquired about the rationale for scheduling LEEP vs. on-campus sections of classes. In developing the schedule each semester, I recognize that many on-campus students prefer face-to-face instruction. I schedule courses on-campus when:

1) it is a course best suited to on-campus (e.g., some of our special collections courses); or
2) there is an instructor available in Urbana-Champaign (or within commuting distance) and there is sufficient interest among on-campus students to fill a course section.

LEEP sections are scheduled when:

1) there is demand for a course but I do not have a qualified instructor available to teach the course face-to-face; or
2) there is insufficient demand from only on-campus students but there is sufficient demand when I combine on-campus and LEEP students. This means that on-campus students have access to a wider variety of electives than would be the case if sections had to fill with on-campus students.

I hope this helps clarify major factors that affect course scheduling. I do try to be responsive to student interests, so I welcome student input on which courses you would like to see when in which delivery mode. I do feel that on-campus students can derive a number of benefits from enrolling in one or more LEEP courses: 1) access to expert instructors who reside elsewhere; 2) contact with students from many different locations and work contexts; 3) experience gained in elearning, an approach which is becoming more widespread for continuing professional development.

Assistant Dean for Communications, Cindy Ashwill –
Due to an upcoming surgery, Cindy will take sick leave for two weeks beginning March 21 and then work from home as much as possible for two or three weeks, returning to the office when physically able. In her absence, please contact Kim Schmidt with matters requiring immediate attention. As usual, website requests should be emailed to web@support.lis.illinois.edu.

In conjunction with the Advancement Office, a campaign booklet will be produced to highlight fundraising accomplishments and encourage additional gifts to GSLIS before the Brilliant Futures Campaign officially ends in December. The preparation of this booklet is underway, and completion is expected in May.

GSLIS publications planned for this semester and their respective publication dates include:

- 2010 Annual Report (printing completed; to be mailed)—early March
- eUpdate Vol. 10 No. 5—mid-March
- GSLIS Magazine—March
- Alumni Newsletter—May
- Special Campaign Publication—May

Occasional Paper #216, “Early Illinois Newspapers and Job Printers: The Terence A. Tanner Collection,” by Ryan Ross, is available from the Kirtas print-on-demand service, as is #215, “Mundaneum: Archives of Knowledge,” by Boyd Rayward. Both publications can be purchased via a link on the GSLIS
Occasional Papers webpage at [http://www.lis.illinois.edu/about-gslis/publications/op](http://www.lis.illinois.edu/about-gslis/publications/op). Problems concerning the display of metadata and information on the Kirtas website are nearly resolved, and publicity will be completed soon.

The upcoming schedule for Library Trends includes:

- **Winter/February 2011 (59:3)**
  Library and Information Services to Incarcerated Persons / Vibeke Lehmann, editor

- **Spring/May 2011 (59:4)**
  Involving Users in the Co-Construction of Digital Knowledge in Libraries, Archives, and Museums / Paul Marty, editor

- **Summer/August 2011 (60.1)**
  Library Design from Past to Present / Alistair Black and Nan Dahlkild, editors

**Assistant Dean for Infrastructure, Erik Hege** –

1) Reminder of past changes – A number of changes/upgrades were completed over the Christmas break. Following is a brief list of them. If you have noticed any problems with them, please notify the help desk.

   a. File System - The main file system was upgraded and all storage spaces were doubled. This includes H: and I: drives. There was a small issue with an IP conflict with a machine in the building that had been assigned a static IP address, but that has been resolved, and the new system appears to be working well.

   b. Simulated Power Outage – We simulated a power outage to make sure systems would shut down appropriately in the event of an actual outage. This went well and it provided us an opportunity to update monitoring on a number of servers. At some point in the future, we will actually cause a power outage to further test the systems.

   c. Confluence – The Confluence wiki was upgraded to the most recent version. This caused a few problems as the deprecated a navigational theme that was used heavily. We have installed an add-on that allows us to work around this issue, and have had few reported problems.

   d. Lab machines – All the lab machines (LRL and CTL) were replaced with new dual boot Mac Minis using ‘Boot Picker’. They have been working well.

   e. Common area machines – All the computers in the classrooms, conference rooms, and other common areas have also been replaced with dual boot Mac Minis.

2) Classroom servers – The classroom server suffered a failure after the cooling failed in the data center in January. A work around has been in place since that time, and a new server has been purchased, configured, and will be deployed today (Wednesday).

3) Inventory – As mentioned in an email last week, we are attempting to move to an electronic inventory system. Toward that end, we want to make certain that we have the most up-to-date and accurate information possible. Jen (and possibly others) will be going room to room in the building to verify inventory. If you have any GSLIS owned property off site, please let Jen know what it is and the P-tag number that is on it.
4) Exchange migration – We have migrated almost all the staff off of CITES Express mail and on to Exchange. This includes all of the Oracle calendar users. In the near future, Jill will begin contacting faculty to schedule migrations. This initial migration is to migrate off of Express email (which is being decommissioned) and onto CITES Exchange. Once on Exchange, you will also have an Exchange calendar should you choose to use it, and you will be able to view (free and busy time) other Exchange user’s calendars. The classrooms and common areas have also been added to Exchange so you can look at their availability. It will not affect your phone service. Eventually, CITES will be removing all ‘copper wire’ phones and moving to Microsoft’s Unified Communications solution for ‘phone service’ and we will all be using IP phones, or our computers.

5) Changes scheduled for over Spring Break – The following changes are tentatively scheduled to be completed over Spring Break. Both ‘a’ and ‘b’ will have specific dates and times communicated when they are known.
   a. Moodle upgrade – We plan to upgrade to Moodle 1.9.11 which has the latest security patches. This is the latest in the current line of Moodle software. We are tentatively looking at Fall 2011 to upgrade to Moodle 2.0.
   b. File System – There will be a brief 1-2 hour outage of the file systems as we update the iSCSI drivers.
   c. Door card swipe – A few doors (the front glass patio door, back door to the LRL, and data center door) are having work done on them. The LRL and front patio doors will be changing from the current ‘mag lock’ system to push/panic bars like the rest of the building. This will mean that to exit from them you will no longer need to touch the ‘exit panel’ to get out those doors when they are locked, you will just press the bar in, again like all the other doors. The data center is having a card reader added to it for security and auditing purposes.

Assistant Dean for Student Affairs, Rae-Anne Montague –
Spring semester is heating up! Please get in touch with any concerns related to individual students and/or general student affairs.

LEEP on-campus begins tomorrow through March 7. In addition to class meetings, many special events are planned. LEEP Dinner is Saturday at 6 pm at the University YMCA. Faculty participation is always appreciated! The full schedule is available at: http://groups.lis.illinois.edu/oncampus/SP11Oncampus.html

GSLIS Research Showcase is April 8. As in past years, the morning will include meeting times with incoming students. The afternoon program will soon be available via the Events Calendar: http://www.lis.illinois.edu/newsroom/events

Assistant Dean for Advancement, Diana Stroud –
We need your help to nominate people for this year’s LSAA Awards. Please nominate people for the following awards; LSAA Student Award, Leadership Award, Distinguished Service Award, and Distinguished Alumnus Award. More details and nomination information can be found on the GSLIS website. Nominations can be made and submitted to our office, lis-dev@illinois.edu until April 1, 2010. We welcome your nominations.
**Next CRT:** Mar. 4 (11 a.m.-1:30 p.m.) – CRT and GSLIS Student Applied Research Projects
Presentation Location: Enterprise Works (Research Park), Room 130; **Speaker:** Cathy Blake, GSLIS Associate Professor; Topic: “Text Mining in a Complex World” Please reserve your space and select your lunch by contacting, sdjohnso@illinois.edu

After the formal Corporate Roundtable meeting on Friday 4 March (LEEP weekend), we will hold the first mini Applied Projects Poster Session to showcase student projects that have potential application within the corporate sector. You are all welcome to join us at the Research Park for this event. We are offering the opportunity to participate in this event to students who completed specific Master's courses in Fall 2010 that featured substantive final projects in areas our Corporate Roundtable members have expressed interest. These courses are: 453 (Systems Analysis and Management), 590STL (Strategic Information Management), and 490DB (Introduction to Databases) and 590DIL (Digital Libraries).

The goals of the Applied Projects Poster Session are to further corporate partners’ understanding of the relevance of information science to their work, to promote useful discussion that may help generate new collaborations, and to provide Master's students with an opportunity to experience a small semi-formal poster session and to interact with corporations interested in LIS.

**GSLIS Campaign:** We have alumni gatherings scheduled in Arizona and Illinois in March, Indiana in April, Illinois in May and of course our regular event at ALA in New Orleans.

In April we will kick off the GSLIS faculty staff campaign. I want to thank Terry Weech, Maeve Reilly and Molly McLaughlin for agreeing to serve on this year’s committee.

**STUDENT REPRESENTATIVE REPORTS**

**Masters students, Meghan Kutz – Scheduling**
There is concern over subsequent semester class schedules not being available until after the add/drop deadline (without penalty). For example: the established list of summer courses were not available until February; Spring’s add/drop deadline was Jan. 31. Considering the limited number of semesters required for the degree, this makes planning an (the average) 18-month program difficult.

**Class Monitoring**
Are GSLIS faculty periodically “monitored” or “observed” during class? Either initially, or periodically throughout their terms? Does it occur for both on-campus and LEEP courses?

**LEEP Standards**
Are there any established or recommended best practices for LEEP courses? Some courses are mapped out in entirety for the semester; others are updated week-to-week. Regarding the latter, the kind of discipline and planning required to take an online class is burdened when the student is unable to plan even a week in advance. Assignments and readings posted at least a week before the class they are due would facilitate a better learning environment.
Unavailability of On-Campus Options; Growing Percentage of LEEP Courses
Collection development is only offered as a LEEP course. Why? What is the justification, as it can be
considered a critical course for students interested in librarianship as a career?

The movement toward increased offerings of LEEP courses is a general concern. Some of these courses
do not lend themselves elegantly to online instruction, or have not been adequately reformatted to be.

Many on-campus students have moved from other states or from farther reaches of Illinois to attend
classroom instruction. The difference between on-campus and LEEP tuition is significant; the difference
between out-of-state and LEEP tuition even more so. And yet, most on-campus students are forced to
take LEEP courses to fulfill their requirements.

Proponents of LEEP courses are able to cite usage numbers which do not reflect the true body of students
opting for a digital/distance learning approach.

Considering this trend, and in light of continued reduction in GA positions (and among rumors that even
stricter cuts are to follow next year) in concert with steep taxation on those positions still available, what
are the incentives to being an on-campus student at GSLIS?

CAS students – no report submitted

PhD students, Caroline Nappo – The Social Informatics Research Group has voiced some concerns
regarding support of their program (see attachment).

COMMITTEE REPORTS

Admissions Committee, Jon Gant – The Admissions Committee has provided admission statistics as of
February 23, 2011 (see attachment).

Curriculum Committee, Linda Smith and Terry Weech –
At the January 19th, 2011 Curriculum Committee meeting we met with Chris Migotsky (Center for
Teaching Excellence) to discuss ICES course evaluations administered online. After an extensive
discussion Chris indicated that we are a few years away from being able to provide each faculty member
with control over the specific dates that the students will have access to the online ICES form. But it is
possible to adjust the dates of online ICES form access for individual academic units. The Curriculum
Committee asked that the period of access for GSLIS be moved a week later than this past semester so the
students would not be asked to complete the form before finishing their work on courses. It is hoped that
such a change will improve response rates. Chris will follow up with the Office of the Provost to seek
permission to make this change for GSLIS courses.

The Committee also reviewed the courses approved for permanent Catalog numbers in the past, but not
yet sent to the Graduate College. Since the Faculty have already approved this paperwork, they will not
be brought back to the faculty for another vote. However, if anyone would like to request a new
discussion of the paperwork by the faculty, please contact Linda Smith so the forms can be pulled for
further faculty review. Six courses in this category ready for the February faculty meeting include: Collection Development, LIS 590CD to LIS 508; School Library Media Center, LIS 590SM to LIS 516; Adult Popular Literature, LIS 590KK to LIS 520; Digital Libraries, LIS 590DI to LIS 560; Information Modeling, LIS 590IM to LIS 561; Metadata in Theory & Practice, LIS 590MD to LIS 562. In consultation with faculty involved in teaching in the digital libraries concentration, it was agreed that we would not seek to regularize 590DE Design of Digitally Mediated Information Services because there is not a plan to offer this course on an ongoing basis. Additional courses will be ready for review at the March faculty meeting.

A group of current 590 courses relating to the Youth Services have been submitted by Kate McDowell for the Youth Services Cluster and will be brought to the faculty for review and approval at the February faculty meeting. These four courses include: Info Books & Resources Youth, LIS 590NF to LIS 445; Fantasy Lit/Media for Youth, LIS 590VV to LIS 446; Media Literacy for Youth, LIS 590ML to LIS 515; Literacy, Reading, and Readers LIS 590LR to LIS 527.

**Doctoral Studies Committee, Lori Kendall** – no report submitted