ASSOCIATE AND ASSISTANT DEANS’ REPORTS

Associate Dean for Research, Stephen Downie –
Update on Grants:
With recently awarded grants, our total for FY 2013 is $2.2 million. Awaiting IMLS Laura Bush decisions (March); next IMLS deadline Feb. 1, 2013. A few other grants in the works.

PhD recruitment emails:
A number of emails highlighting HEP, SoDA, data curation, and youth services have been sent to various listservs.

Corporate engagement:
Have had a number of conversations with potential partners and faculty. Learning about Senior Research projects across campus and how they are set up as a potential model for industry collaboration.

Upcoming:
Meeting with Nic Weber to discuss PhD student research funding workshop for the Spring. CFP for Research Showcase to be distributed shortly. Showcase scheduled for March 29, 2013.

Associate Dean for Academic Programs, Linda Smith –
The semester is coming to a close. All students are reminded how much faculty and GSLIS administrators value your feedback on courses. Please be sure to complete the online ICES forms by December 20, accessible at https://ices.cte.uiuc.edu/. Be assured that your responses are completely anonymous.

Faculty should submit all grades through the Enterprise (Banner) system by noon on Wednesday, December 26. Any questions regarding this process can be directed to Penny Ames (pames@illinois.edu).

I am serving on several committees at the campus level: University Librarian and Dean of Libraries Search Committee (initial meeting December 14), Coursera Course Review Committee (currently drafting the request for new Coursera course proposals that will be distributed campus-wide in late December or early January), and the planning committee for an April 2, 2013 workshop to be sponsored by the Graduate College on Envisioning the Future of Online Graduate Education in the 21st Century Research University.

Assistant Dean for Communications, Cindy Ashwill –
Recent activities include:

Ongoing enhancement of core faculty pages to include bios, CVs, and selected publications, papers, and presentations

Continued collaboration with Research Services to plan the development of promotional pieces for the GSLIS research centers

Update of recruitment materials, including a new SODA piece, for professional printing
Placement of an advertisement in the last print issue of Newsweek, which will publish on 12/31/12 and highlight “Best American Colleges & Universities”

Proposal of a new system for node referencing in website articles to effectively distinguish between faculty and students

Website enhancements to reorganize degree certifications and specializations in a central location under Programs of Study; also to relocate the content of the LAMP website into the GSLIS website

Ongoing management of online doctoral student profiles, adding new and updating existing profiles

Addition of video content and link to the GSLIS YouTube channel on the GSLIS Newsroom page

Completion of permission requests regarding reprints of Library Trends and various GSLIS publications

Review of Library Trends 61:2, “Information and Space: Analogies and Metaphors” (proofreading and querying authors)

Preparation of GSLIS Magazine, to be published in December

Preparation of GSLIS News Digest, highlighting research and activities of faculty and doctoral students, distributed on 11/21/12 to major LIS email lists

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

We are still working on fine-tuning the phones after the roll over to Lync. Over spring break, CITES will be installing a new Lync 2013 server, and there will apparently be a new version of the client to go with it (although the old version should still work minus the new 2013 features).

**LIS building network switch upgrade** – The switches in the building are tentatively scheduled to be replaced by CITES with new switches. The new switches should be more reliable, and allow for power over Ethernet on all the ports. This is a significant change and will require significant downtime of the network (about 2 days). We are trying to schedule it for over the reduced service days between Christmas and New Year’s Day. We will notify everyone once we have a final date. We will be certain to have this done (or skipped) before bootcamp on January 3rd.

**Wireless networking** – We continue to work with CITES on the wireless network in the building. They have determined that at least some of our connectivity issues are related to interference from other equipment on the 2.4GHz channel. They have set our wireless access points to default to 5GHz when possible and fall back to 2.4GHz for older equipment. Most computers purchased in the last 3 years will have the capacity to work on the 5GHz channel. As always, if you are having difficulties staying connected to the wireless network, please document the time and location you are at, and report it to the Help Desk.

**LRL** – The projector in the LRL is in place and operational. We still have some finishing touches with white boards and the instructor station. However, if you would like a demonstration, or training on how to operate the system, please contact the Help Desk. NOTE: The screen in the LRL is a static screen that does not move up and down. Please do not mistake it for a white board.

We will be having CITES security training in the new year. It will be crafted for GSLIS faculty by CITES. The training is not required, but I do recommend it. We will keep it to an hour or less. Date(s) will be announced when we have them.
Spring software for the lab(s) – If you have any last minute requests for software in the labs for spring semester, please get them in to the Help Desk by the end of the week. We need to have time to test all the interactions of the software before the semester starts.

Key inventory – In the near future, we will be moving to an electronic key inventory. At that time, all key requests will go through an on-line form and approvals will also be handled on-line. This will allow us to run reports related to key distribution and in general, keep better tabs on what keys are out. When we are ready, I will be sending out an email with more details and a request for you each to let Jennifer Anderson know what keys you currently have checked out.

Automatic backups – We are ready to begin Beta testing a backup software solution. The client is installed on your system, configured for what needs to be backed up, and scheduled. Then, when you are on the GLSIS network, it will automatically backup your files to a server located in the GSLIS Data Center. IT staff have been using this for some weeks now. If you would like to be part of the beta test group, please contact the Help Desk.

Laptop drive encryption – As of January 31st, 2013, the University is requiring that all laptop hard drives be fully encrypted. This has been done on all Windows laptops for the past 3 years using TrueCrypt. So, if you have a Windows laptop you do not need to worry about this. Mac laptops as of OS 10.7 have an option to encrypt built into the OS. This has now been tested and we will be contacting people with Mac laptops to schedule a time to set this up for you. The initial encryption can take a number of hours depending on the size of your hard drive. Once it is completed, there should not be any significant speed difference.

Assistant Dean for Student Affairs, Rae-Anne Montague –
Preparations for spring admissions are underway.
- "Boot camp" for LEEP 17.5 will be January 3-9.
- Orientation for spring on-campus students is January 16. Faculty are encouraged to join from 12:30-1:30 pm (rooms 126 & 131).

Please post fall grades in Self-Service by noon December 26. NOTE: The University will close for the holidays on December 21. After that time, staff will not be available to assist. Direct questions to Penny (pames@illinois.edu).

95 students have signed up for December graduation. Deadline to remove name from the list is December 21.

Spring LEEP on-campus session is February 28-March 4. Staff will be in touch early in the new year to assist faculty teaching LEEP with planning.

Assistant Dean for Advancement, Diana Stroud –
Coming to the end of the fiscal year, which is always a busy time for the Advancement Office with last minute giving. Gifts to the annual fund are up slightly, we are continuing to look at new ways to motivate our alumni and friends to give. I am finalizing four new bequests totaling more than $400,000 this month. We realized a $35,000 bequest this month also.

Sent eHoliday Greetings to more than 600 alumni and friends and Holiday Cards to another 300.

I hosted 9 alumni and friends at the Chancellor’s Luncheon in Chicago Nov., 27. I will host 10 donors at the Illinois/Missouri game on December 22 and 12 at the United Center Game on December 29.

Corporate meetings were held with Deere and IMO to discuss future research projects.

Coming Events:
Faculty and staff are invited to bring a holiday treat to share on Reading Day, Thursday, December 13. Place your treats in the East Foyer so students, faculty and staff can graze throughout the day. Please confirm your
participation and provide a brief description of what you will bring to share no later than Tuesday, December 11 to Sharon Johnson.

CIGG (Central Illinois GSLIS Grads) Gathering
January 13
3:00 p.m.
Illinois Women’s Basketball Game
Assembly Hall
Champaign, Illinois
"Pack the Hall" for the Illinois Women's Basketball Game vs. Michigan State. Alumni, students, faculty and staff are invited to attend. Bring your friends and family—admission is free! This is a great way to start the semester. Remember to wear your orange & blue! Let’s show our support and cheer on our team. Email GSLIS Advancement by December 31 to reserve your seat in the GSLIS block.

In January we will co-host the reception for the Downs Award. Alumni, friends, faculty, potential students will be invited. I will do visits with donors in Seattle during the week. During ALISE I have been invited to present as part of a panel for LIS Deans re: fundraising in LIS Schools.

Alumni receptions will be held at the iSchools Conference in Ft. Worth, Phoenix and Tucson in February.

Looking forward to a very active New Year!

STUDENT REPRESENTATIVE REPORTS

Masters students, Sasha Kinney – no report submitted

CAS students, Anthonia Ahonsi – nothing to report

PhD students, Brittany Smith – no report submitted

COMMITTEE REPORTS

Admissions Committee, Jon Gant –
See attached documents for admission stats as of December 4, 2012 and an application comparison as of November 15, 2012.

Curriculum Committee, Kathryn LaBarre –
CAS student rep for the committee:
We are still looking for a CAS student representative to serve on the curriculum committee!! Please contact Kathryn klaabarre@illinois.edu

Spring 2013 meetings have been scheduled:
Tuesdays on Jan 29th, Feb 26, March 26, April 23
All meetings will begin at noon and end at 1. Each meeting will be held in Room 242 and online here:
https://sas.elluminate.com/d.jnlp?sid=407&password=GSLISMtGMrparticpant

Confusing course descriptions. Thanks for replying to Meg. If you’ve volunteered to create a revised description please be sure you do! You’ll be hearing more from Meg in the months to come.
Note to core faculty: Please be sure to respond to a survey from the CC to voice your feedback about LEEP on campus – What is going well? What should be improved?

Syllabus template for discussion. (attached) [Emily Knox]. Brief discussion of opinions about requiring each course to provide one in addition to Moodle outline (critical for accreditation, student advising, print version). This is currently optional and is a practice that is declining.

**Doctoral Studies Committee, Cathy Blake** –
Attendees: Jana Diesner; Kate McDowell; Rae-Anne Montague; Christine Jenkins; Carole Palmer; Cathy Blake; Aiko Takazawa; Nicholas Weber

The committee is striving to make admissions decisions early this year, but will need help from the entire faculty to achieve this goal. The deadline for applications is December 15th. As the DSC reviews applicants we will invite faculty to comment on the applications that we think have similar research interests, but all faculty are welcome to comment on any application. Instructions will be forwarded shortly so to help calibrate comments. The DSC will meet on January 3rd to determine which candidates will be invited to participate in a phone interview. This means faculty comments – which are critical to this process – must be provided by January 2nd. Phone interviews will take place on January 14, 15 and 16.

All faculty affiliated with I3 can review informatics doctoral applications. This is a separate review process and the DSC is still discussing how to best coordinate these activities.

Other items to mention are that all 5 fall field exams were returned on time and the oral exams are either complete or have been scheduled. Reading lists from fall are now posted for students interested in taking the field exam in the spring.

We did not have time to discuss the composition of the doctoral committee and this is slated for our next general meeting in February.