

University of British Columbia
School of Library, Archival and Information Studies
Faculty Meeting Minutes
April 1st, 2005– Room 320 TEFIII

Present: Edie Rasmussen (Chair), Ann Curry, Martin Dowding, Luciana Duranti, Terry Eastwood, Richard Hopkins, Rick Kopak, Heather MacNeil, Judi Saltman, Mary Sue Stephenson, Joe Tennis, Jan Turner
Apologies: Ken Haycock,
Mary Grenier (Recorder)

1. Agenda approved - Moved Susie, Seconded Martin
2. Minutes Approved – Moved Judi, Seconded Rick
3. **Director's Report**

Congratulations to Joe Tennis on receiving his PhD.
Congratulations also to Ann Curry who received the President's award from BCLA

The date for the move to the Barber centre has now been moved to January 2007.
There is a meeting Scheduled with the architect to finalize plans for our space.

Cheryl Macmillan has contacted the School and will be advising re Furnishing needs

Kelly Simmons, from Classroom Services is undertaking a planning exercise to assess our needs for Classroom Space.

Media Relations have been contacted to start initial work on our Newsletter.

The Draft PEP feedback has been received; fuller analysis will follow at Faculty Retreat.

The Colloquia series has been a success – a huge thank you to Heather MacNeil.

Academic Equipment Fund (RK)

We submitted a request to the Faculty of Arts for \$11,000 for equipment. We have received the full amount.

Faculty Search update

Francesca Marini has accepted our offer of a Faculty position. The formal offer letter to follow.
Thank you to Terry for spearheading this Search.

Annual Reports/Merit Review (ER)

The Committee of Tenured Faculty meets to evaluate the reports and make recommendations.
The Criteria have been circulated – The meeting will be arranged to meet the Mid May deadline.

April 6th is the deadline for the completion of Annual Reports

Curriculum Update (AC)

Ann spoke to the Course 593A, Seminar Information Ethics/Intellectual Freedom and Research – this was passed and approved. Vote unanimous.

Grad Council Report (AC)

Overall the Graduate applications to the University have fallen by 10%. 2,500 Grad student registered in 2004/05 1900 Domestic and 600 International.

The largest drop has been in applications from China. This is part of a similar trend across Canada.

Currently applications to the School are not following this trend.

New TOEFL Scores (AC)

The information from Grad studies re the new scoring system was circulated.

The new minimum score is 80.

Proposed by Judi that we set our minimum score at 90. Seconded Susie. Vote Unanimous

Citation of online Journals (AC)

There was discussion re the address format, Chicago style.

It was agreed to try and set a style as if the article had been submitted to Journal for publication. Susie and Ann to co-ordinate.

Eligibility for Awards – Graduating Students

After discussion it was agreed that the web page would be clarified. The last paragraph in the awards for Graduating Students would be altered. The sentence starting “However” will be deleted.

Proposed new awards

There will be two new awards:

SLAIS will contribute to the Diana Cooper Memorial Prize.

We are working with Students to finalize the proposal for the Richard Hopkins Award.