

Notes from Retreat 2005

Day One: (LIS Faculty)

Present: Edie Rasmussen, Chair, Ann Curry, Richard Hopkins, Susie Stephenson, Martin Dowding, Judi Saltman, Joe Tennis

In attendance: Mary Grenier

**Agenda** – Approved

**1. Accreditation:  
Ann Curry – Overview**

Anne gave an over view of the Accreditation Process based on her experience serving as a member of the External Review Panel for other Schools.

The Areas of Evidence are as follows:

Mission Goals and Objectives – The more successful programs have presented values that were consistent with the values of the parent institution.

Curriculum – need to prove that the committee as active. It is important to note that it is the present curriculum that will be judged, not the one proposed. The statement needs to be careful and not confusing.

Faculty & Adjuncts – Goals in syllabi need to correspond to the goals of the School and the University.

Students and Local Employers – Need to be made part of the process.

Local Employers should be chosen early and invited in good time.

There followed discussion on how we would achieve the deadlines. Our strengths and weaknesses were discussed and themes for the plan decided.

The flexible framework that allows the Breadth and Depth which typifies our program was decided upon as our strength. This provides a strong base for all activities and attracting good students.

Empirical data to back this up will be collected in the next few weeks.

The areas of the report were allotted as follows:

Missions Goals and Objectives	Ann
Curriculum	Susi
Faculty	Judi/Martin
Students	Richard/Joe
Finance/Admin	Edie/Mary
Facilities	Rick
Layout/Graphics	Mary/Hire
Editing	Martin

Timetable was set:

Pull evidence together – Dec 2005

All Chapters to Martin to edit Mid April (Layout and Graphics at this time?)

Draft June 2006

Final Report Sept 2006

## **2. Curriculum - Susie Stephenson**

Monday August 29<sup>th</sup> the last revised reports were sent to the Dean's office. Susie does not foresee any difficulty at the Faculty level with our proposed changes.

Susie asked that Faculty read the list and pass any concerns to her. These changes will be approved at the September Faculty Meeting.

It was agreed that for Practicum (595) and Professional Experience (596) students will complete the core courses and an additional 9 LIBR credits before applying.

It was also agreed that students should not set themselves up with placements. A strong guideline will be sent to students that the Practicum should be completed prior to the last term of their degree.

One extra course will be added to the curriculum in January of 2006: Mark Jordan and John Durdees will teach a 1 credit perl course.

## **Distance Education - Susie & Edie**

There is interest in the current WISE course offerings. Faculty need to generate a Distance Education Course, and expressions of interest will be solicited by Edie.

Faculty are encouraged to solicit interest and to forward ideas to Edie for consideration.

## **New Programs and Initiatives– Edie and all present**

The potential for new initiatives was discussed. Among the areas proposed were an academic MA in Information Studies, a 3<sup>rd</sup> or 4<sup>th</sup> year undergraduate course, and a partially web-delivered degree. Further assessment of the FNC was discussed.

### **SLAIS Retreat Day 2 Friday, September 2<sup>nd</sup>, 2005-09-11**

Present: Edie Rasmussen (Chair), Ann Curry, Martin Dowding, Francesca Marini, Luciana Duranti, Terry Eastwood, Rick Kopak, Judi Saltman, Richard Hopkins, Joe Tennis, Susie Stephenson  
Apologies Heather MacNeil  
In Attendance: Mary Grenier

#### **1. Director's Report**

Faculty Meeting Minutes for May 6<sup>th</sup> were approved with one amendment; the addition of Judi Saltman as an attendee.

#### **Facilities**

The latest date we have for our move to the Barber Building is July 2007. There have been no new updates.

The School, via the Facilities & Resources Committee, has made the final requests regarding space configuration.

**Action** – to arrange a visit to the newly opened wing of the IKBLC.

#### **Faculty Positions**

We have approval from the Dean's office to recruit to 2 Faculty Positions to start in 2006. Judi and Ann will Co-chair Search Committee.

This round of recruiting will follow the traditional time scale.

#### **Staff Positions**

Shirley Lew has been successfully recruited to the post of Student Services Co-ordinator and will start November 1<sup>st</sup> 2005.

Two positions, ie Grad Admissions Secretary and Support Clerk will be recruited to in September.

The workflow and work patterns in the office will be reviewed. Staff will be involved in this and consulted and encouraged to accept changing working patterns.

## **Budget**

The budget was discussed and no shortfall is anticipated for the year.

Teaching Learning Enhancement Fund – is healthy and we have money to fund Speakers etc.

Faculty reviewed the figures for Student numbers, Faculty numbers and Research Grant awards from 2000 to 2005.

## **Program Reports**

Had been provided prior to the meeting. These were discussed briefly.

### **Co-op Program** – Richard Hopkins

Positive Feedback – Co-op office is thinking of taking the Program forward for the School as largely a Summer initiative.

### **First Nations Concentration** – Martin Dowding

The minutes and the notes from 1996 from the inception of the Concentration to today, reveal that despite great effort, planning and consultation this is not a successful program. Although there are 12 first nation students only one has completed the concentration. There was discussion and marks report will be consulted to confirm numbers.

The following points were considered:

It may be time to consider an undergraduate program.

Review if the FNC is to continue and establish a better defined future.

Broaden the scope of the concentration to include indigenous knowledge.

Be more specific in the calendar

As the current program is not meeting student needs - no capstone or synthesising seminar.

Include Land Treaty Documentation

Time and Energy – How can the School and the Student most benefit.

Be clear in our aims and ensure synergy with UBC Aims

The following were the choices:

Dismantle, basic maintenance or Significant redesign and thought

Research the possibility of an undergraduate course

Permission to pursue to be given on an individual basis – advertise this fact

Track rather than concentration

## **PEP Survey Recommendations – Susie Stephenson**

The recommendations were discussed and noted

## **External Review - Edie Rasmussen**

This discussion was limited to the Edie's Final response to Dean Gallini – We have been successful in meeting most of the recommendations of the external review committee. Those that we are still working on are:

Overall funding available to students.  
Development of new 5 year plan  
Board of Visitors  
P/T Technology Manager

## **Funding for Grad Students – Terry Eastwood**

Terry has sent a message (August 5<sup>th</sup>) which explains clearly to all students how the School Administers the process for students applying for UGF and SSHRC Scholarships. This emphasises that the closing date of September 26<sup>th</sup>.

Faculty are encouraged to see students by the end of the first week of term. If their desired area of research is not an area that faculty, as advisers are comfortable with, then pass to another member of faculty who may be able to help.

FoGs website has details.

## **Colloquia – Joe Tennis**

15 Speakers are booked for the coming academic year

## **Visiting Scholars – Edie Rasmussen**

2 applications Lyn Copeland and Ozguar Kulcu

## **Development – Edie Rasmussen**

Jobe Award is now funded and running.

Pitternick Award is endowed – applications in October.

Hopkins Awards – Leadership – School will seed award - funds will be collected.

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## **Communications**

We begin work on a New 5 year Plan as recommended by the External Review.

It is proposed that we structure it around the TREK goals – People, Learning, Research, Community, Internationalisation. The Mission statement aligns with this.

## **New Programs and Initiatives**

There was a general discussion of the potential for new programs and initiatives. Some of the ideas brought forward were:

- \* the introduction of an academic masters such as an MA in Information Studies
  
- \* a role for SLAIS in undergraduate education; probably not an undergraduate degree, but perhaps an elective at the 3rd or 4th year level for undergraduates; possible topics were digital information or the information society.
  
- \* rebrand and rethink the CAS. Create a larger and more targeted program, possibly in the management area
  
- \* Develop a cohort based reduced residency masters degree, using the summer program, distance education and directed studies
  
- \* Rethink the First Nations Concentration
  
- \* Develop additional distance education courses
  
- \* Create course with Film/Media Studies in the area of non textual archives

In the near term, it was decided to further pursue an undergraduate course and additional distance education courses

Faculty Meeting dates for next year.

September	30 <sup>th</sup>
October	28 <sup>th</sup>
November	25 <sup>th</sup>

January	27 <sup>th</sup>
February	24 <sup>th</sup>

March 31<sup>st</sup>  
May 5<sup>th</sup>, Marks Meeting

Retreat End of May 29<sup>th</sup> 30<sup>th</sup>.