

**University of Hawaii at Manoa LIS Program  
Curriculum & Professional Development Committee meeting**

<http://www2.hawaii.edu/~wertheim/CPDC.html>

**Minutes**

**17 November 2006 / Noon-1:00 pm / ICS Conference Room**

**In Attendance** Faculty: Peter JACSÓ, Luz Marina QUIROGA, Andrew WERTHEIMER (Chair, Fall 2006-); Students: Joe MURPHY, Janel QUIRANTE (Secretary, Spring 2005-), Vanessa VALLEJOS (ALA-SC)

Thank Joe Murphy as Outgoing Member.

a) Approved revised minutes from 20 October 2006.

b) Chair Updates

i) Matching Oral Exam Question Survey

Wertheimer has received responses from about half of the faculty. This discussion will continue next year.

ii) Curriculum Committee Notebook

Wertheimer is still coordinating with Michele

iii) Questions re. LIS 619/620 Course Numbering and Requests from Last Year UHM-2 form was not considered last year; Wertheimer has contacted Henri Casanova who suggested changes. Wertheimer revised them and as of 10/26 approved by Nat Sci curriculum committee. It still needs to be approved at one final level before implementation next academic year.

v) Archival Education Update (Wertheimer)

LIS will not advertise on SAA website, because of their fee. SAA is encouraging UH's Archival program. Wertheimer is pursuing this with Graduate division.

c) Discuss / Modify/ Approve Course Evaluation Form (Wertheimer/Jacsó)

After 1 year of discussion, new draft form no longer has smiley faces, Jacsó and Wertheimer reconsidered questions, compared them with other programs' evaluations, chose top 11 questions.

Murphy suggestions: layout – minimize icons to take up less space; could be more concise in intro section; make room for additional comments

Intro is there to tell students: who are evaluating the forms, different uses of form.

Changes from previous form:

Changed some language like “sharing” and “digital content” and “grading” to make them appropriate for all courses. There is continuity from previous form

More comments from committee: Questions 4, 9, 10 can be combined.

Assignments (practice) should be separate from readings and resources (theory)

Maybe include long-term criteria: Is content of course relevant to LIS profession (future library career)

Some reservations to include this to COURSE evaluation may skew results

Maybe more appropriate to include this in final evaluation

Committee will reconsider this next year before presenting draft to faculty.

#### d) Continuing Education (Jacsó/ Wertheimer)

Gregg Geary correspondence. 12 plus people supported by Hamilton to attend Power Searching the Web class. Geary was open to this but it is unclear what other administrators think.

On the school library side Kamehameha Schools (Gail Fujimoto) have been asking when course will be taught, Jacsó has asked them how many students they would send. Wertheimer will contact Gail and Gregg Geary for final answer.

Jacsó will contact OC after hearing from these 2 people

#### e) Continuing Education Report on Greenstone (Quiroga)

- Two events over the summer: conference and workshop
- Some highlights from report:
- High number of attendees (75 for conference, 32 for workshop)
- Huge interest in this topic
- Tutorials, syllabus and teaching materials were generated from this and will be posted on LIS site.

Nathan Sherdoff – possible summer professional outreach event. Quiroga will coordinate this

#### f) Online Syllabi Update (Quirante)

- The updated chart shows current status of syllabi.
- Next step: when courses are next offered, then those syllabi will be posted
- This is important for accreditation process
- Committee will analyze results to see which objectives are not being met as often.
- Discussion will continue next year

#### g) Distance Education (Quiroga)

Handed out materials on ICS group about distance education. Committee will read for discussion next year.

#### h) New Business

Wertheimer asked if the CPDC wanted to consider a draft Recommendation form for Applicants to the LIS Program, and handed out draft. Jacsó replied that this is not in the purview of the curriculum committee

i) Solicit Ideas for Committee Member Replacement (Perhaps School Library Media Center track or neighbor island student)  
Send recommendations to Andrew. Murphy recommends new student committee member should serve more than one semester."

j) Other New Business

Banner/ Advising Update

If Banner were to enforce prerequisites, it could eliminate most advising/permissions sessions, we would need to make sure prerequisites are current in Banner. Quirante and Murphy commented that advising is a valuable time to discuss options with advisors, not just a time to get course approval. Jacsó said this is not a primary concern for curriculum committee.

k) Discuss Strategic Plan Goal 1 Work Plan (time permitting)

**Next Meetings: Spring 07:** January 26, February 23,  
(Strategic Planning Retreat: Mar 23), and April 20

Meeting adjourned at 1:00.

Minutes submitted by *Janel Quirante*, secretary.

(rev. as amended 24 Feb 2007)