

MLIS Program Committee  
February 6, 2019

**AGENDA**

**Jeff, Morgan, Loretta, Ann Weeks, Morgan, Erin, Ursula, Paul, Kate**

1. Admissions update and Discussion of Application Review (Morgan, Jeff)
  - HILS - History makes final decisions 2/18 and will host an accepted students day March 11th.
    - i. Morgan: they want a decision ASAP so they can invite accepted students. They have 33 applications.
    - ii. Paul: Can we set a date to sit down with the history department and discuss applicants?
    - iii. Morgan: Two faculty members review one applicant.
    - iv. Ursula: Two faculty members, either Erin or Morgan, or either Paul or myself. Each person reviews 22 people - two views for each applicant.
    - v. Paul: We have to make sure we have people reviewing who understand HiLS.
    - vi. Erin: Send out request for help from faculty with MLIS student applications. Ask for volunteers, that'll be starting feb 20. For HiLS, keep it internal. If it's possible, aim for the same deadline.
    - vii. Paul: We need time between 2/18 and 3/11 to sit down and discuss applicants. It's not a hard process but it's going through every applicant.
    - viii. Ursula: My suggestion is to reach out to history and set up a meeting for the last week of february.
    - ix. Morgan: Hard deadline for reviewing? I'll make a meeting with Jodi Hall in history and then let you know.
    - x. Ann: Have you put them in priority order, or basically said "yes" or "no" applicants?
    - xi. Morgan: We've only confirmed that application is complete.
    - xii. Jeff: They're not ranked. MLIS chooses and compares to HiLS. Any overlap, accepted. Any disjoint is discussed.
    - xiii. Ann: We are only looking at them to see if they fit into MLIS.
    - xiv. Paul: Not just admitable, but are they good.
    - xv. Erin: As applications are submitted, I am going through each and making sure they are complete. If they didn't submit the supplemental essay, which most missed, I am going back to the student and asking them to send it in by Feb 15. We should hopefully have fewer applications that are incomplete. And we should be more strict about incomplete applications, because they were reminded and didn't follow through.
    - xvi. Jeff: Please review applicants within the system.
    - xvii. Paul: Actually type the number of stars you give a person, alongside giving them the stars, because the system averages the stars and they don't average out correctly.

xviii. Jeff: we have 103 submitted and 230 in progress for MLIS only. You will probably get 175 of those. Some of those are HiLS who started and never submitted. In the past, people have been sent an app review guide. I'll send that out and I'm always happy to do a one-on-one guiding through the process. It's behind a firewall so you have to log in. In the past you may remember that there were bundles for each specialization, and we're not doing that for a number of reasons. We're checking that they're complete, and then putting them all in a combined bundle. We will send the grad school the approved applicants by mid-march, and the grad school will make a decision a week later. It's good to discuss further down the line if feb 15 is a good time for a deadline. Tell applicants they can expect a decision 4-6 weeks after the deadline.

2. Re-writing of MLIS Program Objectives (Paul)

- i. Paul: We are the committee that oversees the objectives and we need to redo them for ALA accreditation. The first batch of stuff to ALA is a Plan for Self-Study. These are old objectives and we wanted to update them to relate them to the program. We need something that sounds reasonable, now, because we're sending the Plan next week. We're open to suggestions and rewrites, and we're nailing it down today. All of the learning outcomes for classes are based loosely on the MLIS program objectives.

*Proposed New Objectives for the MLIS Program*

*Each graduate of the MLIS Program of the University of Maryland will be prepared to:*

- *Lead, manage, and advocate for the needs of information institutions, their users, and their communities and able to adapt to continually changing needs;*
  - Loretta: It doesn't seem clear how the verbs relate to the objects. I would separate the first one into two statements.
  - Ken: add the creators, the people who made it.
- *Implement theories and best practices of information, from creation to evaluation to dissemination to access;*
  - Ken: use the word "Develop" so we're not just implementing.
- *Apply user-focused strategies to work inclusively and equitably with diverse populations;*
- *Educate users about programs, systems, and technologies related to information behavior to promote information literacy and technology literacy;*

- o Loretta: I was curious what we want to emphasize. I would put “promote etc” at the front, in order to “Educate etc.”
- o Suzy: Never heard of technology literacy.
- o Morgan: It’s good for ALA. It’s a broader term.
- o Paul: Technology literacy better captures the skills they’re looking for.
- *Solve community-based problems related to information; and*
- *Create new approaches, ideas, and innovations in the field.*
  - o Loretta: Contribute may be a better verb than create.

*Old Objectives:*

1. *Demonstrate an understanding of how to be a contributor, leader, and change agent in information agencies and in a diverse information field.*
2. *Demonstrate an understanding of user-centered approach to information programs and systems which provides inclusive services to diverse populations.*
3. *Demonstrate an understanding of the theories, management, and practices of information creation, communication, identification, selection, acquisition, organization, storage and retrieval, preservation, analysis, interpretation, evaluation, synthesis, and dissemination in order to provide inclusive services to diverse populations.*
4. *Demonstrate an ability to use knowledge gained from research, instruction, and service to contribute to the advancement of a diverse information field.*

3. MLIS Recruitment Goals (Everyone)

- i. Morgan: Do we have program recruitment goals?
- ii. Erin: General goals, intent to grow, specific numbers. Looking at demographics as well. I’m working on a recruitment plan for the whole iSchool but having specifics of what each program wants to accomplish will help with social media, recruitment in general. What we want to accomplish will determine what we want to do.
- iii. Paul: Speaking with Brian about accreditation stuff, the basic message is that we should keep to 300 MLIS students, unless we have a plan explaining why we need to go to 450. We have 272.
- iv. Erin & Jeff: I believe we have 220-30.
- v. Paul: Either way, we are close to 300.

- vi. Ursula: And if we grow next spring, we need to make some space now so we can grow.
- vii. Paul: Whatever marketing is out there is working. HCIM has 62 students (according to Fernando). MIM has 70. PHD had 49. Undergrad has 852 active and a list of people who have been waitlisted. In reality there are about 1000 undergrads.
- viii. Kate: Brian and I are working on a model of what it would look like if the college grew at the same rate over the next five years, the way it grew over the past 5 years. Growing is fine as long as we're thinking about the assets we need to grow.
- ix. Paul: We may have a better sense of goals once we review some applicants.
- x. Erin: I'm okay if you don't get this to me right away. This can be something that is percolating. This can be a real discussion in the April meeting.

#### 4. MLIS Student Engagement Survey Results

<https://www.surveymonkey.com/results/SM-HBLJQ26QV/>)

- i. Morgan: 85 students responded. 93% of our students are working. Most consider themselves hybrid students. They're interested in a variety of events. Family friendly, online applicable, instructional sessions. I've started doing "round-up" emails.
- ii. Jeff: We don't want to spam students but there's things they need to know about. They will get a lot of emails. But as a college we send out a lot of emails that are not really urgent and that adds to the overload of things. The more we send unrelated events, the more people will disregard other emails. Continuing to be aware of "is this crucial?"
- iii. Loretta: A subject line as specific as possible can be helpful.