**PCC Minutes**

**February 9, 2017**

**2-3:30pm, Room 2116**

**Attendees:** Brian Butler (Chair), Kathy Weaver, Paul Jaeger, Vedat Diker, Ann Weeks, Katy Lawley – designee PhD program, Leah Findlater – Designee HCIM

**Ex Officio (non voting):** Lindsay Sarin

**Action Items**

**INST314** Statistics for Information Science – Credit Only Granted For

Starting in Summer 2017, establish BMGT 230 as equivalent to INST 314; waive INST 314 for students who have completed BMGT 230 or any course that is equivalent to BMGT 230; grant credit to only one of BMGT 230, (or a course that are equivalent to BMGT 230,) or INST 314.

**ACTION:** Approved unanimously

**Course Restrictions InfoSci Core**

Authorize the InfoSci program director to identify the best restriction option for each INST course (100-400 course numbers), in consultation with the Director of Academic Program and the InfoSci operations team, and establish the restrictions through the college- and university-level approval.

**ACTION:** Approved unanimously

**Retire Courses**

LBSC605 Archival Principles, Practices, and Programs

LBSC635 Management and Administration for the Information Professional

LBSC640 School Librarians as Information Professionals

LBSC642 Integrating Technology into Learning and Teaching

LBSC650 Information and Access Services

LBSC670 Organization of Information

LBSC684 Archival Arrangement and Description

LBSC690 Information Technology

INFM722 Copyright, Privacy, and Security in Digital Information

INFM727 Professional Opportunities for Information Managers

**ACTION:** Approved unanimously

**Course Changes**

LBSC641 Selecting and Evaluating Resources for Learning

*Updating restrictions.*

LBSC645 Literature and Materials for Children

*Updating restrictions.*

LBSC646 Literature and Materials for Young Adults

*Updating restrictions.*

LBSC702 User Instruction

*Updating restrictions, updating pre-requisite course.*

LBSC706 Seminar in International and Comparative Librarianship in Information Science

*Updating restrictions.*

LBSC703 Field Study in Archives, Records and Information Management

*Title change: Field Study in Archives and Digital Curation*

*Updating pre-requisites*

LBSC707 Field Study in Library Services

*Title change: Field Study in Information Services*

INST632 Human Computer Interaction Design Methods

*Update pre-requisites, update restrictions*

*Updating pre-requisites*

INFM605 Users and Use Context

*Updating restrictions, updating pre-requisite*

INFM700 Information Architecture

*Updating description*

*Updating restrictions*

INFM711 Financial Management of Information Projects

*Updating description*

*Updating restrictions*

INFM719 Independent Study

*Updating description*

*Updating restrictions*

INFM743 Development of Internet Applications

*Updating description*

*Updating restrictions*

INFM757 Organizational and Business Process Modeling

*Updating description*

*Updating restrictions*

INFM799 Master’s Thesis Research

*Updating description*

*Updating restrictions*

INFM612 Management of Information Programs and Services

*Updating description*

*Updating restrictions*

INST715 Knowledge Management

*Updating description*

*Updating restrictions*

INST714 Information for Decision Making

*Updating description*

*Updating restrictions*

INST737 Introduction to Data Science

*Updating description*

*Updating restrictions*

INST734 Information Retrieval Systems

*Updating description*

*Updating restrictions*

**ACTION:** Approved unanimously

**Changes in Course Description**

INFM732 Information Audits and Environmental Scans

INFM736 Information Management Capstone Experience I

INFM737 Information Management Capstone Experience II

INFM620 Introduction to Strategic Information Management

**ACTION:** Approved unanimously

**New Courses**

LBSC708P Special Topics: Preserving Memory: Archives and Archivists in America

INST447 Data Sources and Manipulation

*New advanced elective Data Science specialization.*

INST728D Advanced Research in Digital Curation

*New special topics course.*

INST725 Advanced Legal Research

*New permanent number course.*

**ACTION:** Approved unanimously

**Discussion**

**Teaching Awards in the College**

* Currently there are no formal teaching awards in the College, if we were to implement them what might make sense?
* Brian: We should figure out how to structure 1-2 teaching awards with in the College. Is there someone willing to put effort and thought into designing teaching awards?
  + Paul volunteered to assist in creating them.
  + Leah volunteered to help identify structured used in CS.

**Academic Program Self Study Outline and Guidelines**

* Brian: The College needs to complete a self-study of all academic programs. We would like to have a version of this completed by May 15.
* Items to add/adjust:
  + In-state v. Out-of-State
  + International v. non
* Brian will revise this document and present a template.
* Lindsay will present and discuss with coordinators next week.

**Program Director Duties / Job Descriptions**

Compensation for Program Directors varies widely across campus. There is limited information or cohesion within the College. Brian presented the current position description for the Academic Program Director (Fall 2013) as well as a current Program Coordinator description (Spring 2016). Currently, the descriptions for both have significant overlap. We need to determine what the actual duties for a Program Director should be.

* Brian: take the director duties and send specific suggestions for each program. Please provide feedback by the end of February.