iSchool Assembly
Friday, March 6, 2020, 9:30 AM – 11:40 AM
Edward St. John Building, Room 2204

Preliminaries:
- Call to order
- Review and approval of minutes from February
  (https://internal.ischool.umd.edu/wp-content/uploads/2020/02/2020.02.07minutes.pdf)
  - Motion: Jen Golbeck
  - Second: Kanti Srikantaiah
- Review and approval of this agenda
  - Motion: Bill Kules
  - Second: Kathy Weaver

Assembly Items:
I. Dean's Update [Keith]
- Round of applause for Vanessa and Eun Kyoung, who were just promoted to Associate Professor (effective this coming August)
- Celebration Gifts (re: ALA External Review Panel visit) for Morgan, Sarah, Ursula, and Paul
- DCIC: We've hired Diana Marsh and we're going to interview Jason Baron next week
  - DCIC has been both the research lab of Richard Marciano, but also an important part of our education – a way to expose our students to the value of primary sources
  - Richard has decided to explore other kinds of research and education – he's not leaving the iSchool, just switching his focus.
  - Educational aspects of the DCIC through experiential learning
  - Ken Heger is standing up a committee on this (Katrina, Kari, etc. will be on this committee) – Starting up in about a week. As we set up an educational agenda, it may lead to a research agenda. This is going well – thanks to everyone who is working on this.
- COVID-19
  - Maryland, Washington, and New Jersey have declared a state of emergency
  - We're bringing back students who are in level 3 countries
  - Three cases have been diagnosed in Maryland (in Montgomery County) – they're all recovering nicely
  - UMD: A former Surgeon General is the Dean of our School of Public Health. Exploring what would happen if we take everything online. Plans should be made public probably early next week. All colleges are coming up with Continuity of Operations plans. Kate Izsak is leading our Continuity of Operations effort.
  - China has taken all of their universities online, but some students don't have Internet access
  - Jeff: Let me know if you're having a prospective doctoral student planning to visit from one of the impacted countries

○ Reach out to Ben if you're interested in doing research on COVID-19

II.   Plan of Organization [Ursula]
● We received comments back from the Senate, raising issues that hadn't previously been raised
● Ursula made some suggested revisions and circulated the revised Plan this morning
● First issue raised by the Senate:
   ○ Ursula let us know that the Senate is questioning whether we intended to say that only faculty members may serve as Associate Deans (for Assistant Deans, there is no similar restriction)
   ○ John Bertot and Aaron Tobiason (from the Senate) raised a concern about how we defined "full-time faculty" – we don't want to disenfranchise our faculty who have joint appointments in other units.
   ○ One of our Assembly members pointed out that we had made this change because we wanted to include full-time faculty who have a 25% appointment to the iSchool in our Assembly. John's point is that these folks can vote on tenure cases. By making these individuals part of Assembly, they also vote on tenure cases. So people who aren't as central can change outcomes on tenure cases. How do we fix it? Options: (1) If you're not at least 50% in the iSchool, you can't vote or (2) Membership in just the APT is restricted to faculty who have a tenure home in our College (we could restrict this to just voting on tenure cases, still enabling people to vote on appointments)
   ○ Ursula has incorporated the less restrictive approach into the wording of the revised Plan (i.e. *"Voting members [of APT]… shall include all full-time faculty whose primary appointment is in the College… For all discussions… Faculty with primary appointments outside the College have voice, but no vote. Unless otherwise noted, part-time faculty have voice, but no vote"*). Do we want to go with this less restrictive wording?
   ○ Discussion ensued. Some folks said it looked reasonable, but others suggested some alternatives, such as the possibility of using weighted votes (but this could lead to a loss of anonymity) or inviting people who have 25% appointments in the iSchool to participate in fully in Assembly, but not allow them to vote on promotion cases that involve tenure. Another option mentioned was possibly having people opt in to APT. However, the possibility was raised that people may want to opt in just temporarily when there's a case they really want to be able to vote on, which would very much complicate things.
   ○ This raised the issue of quorum and whether we want to elect an APT, rather than keeping the full faculty as the APT. Routine decisions would then go through this smaller subset of the faculty. As we get larger (and perhaps have difficulty reaching quorum), this may become necessary.
   ○ Ursula mentioned that in order to get this Plan approved this year, we have to approve it at our next Assembly. Ursula asked if we're okay with the language that John Bertot approved (see text in italics above), or if we would like her to come up with other language that reflects our discussion.
   ○ A decision was made to have Ursula work on the wording in this section of the

Plan.
- Second issue raised by the Senate:
    - Ursula told us that the Senate wants to know if we really want to limit the term of our Assembly Parliamentarian, as they develop/have valuable knowledge and experience.
    - Discussion ensued and several suggestions were put forward. Some people emphasized that there's a great deal to learn as far as parliamentary procedures and Robert's rules. One person emphasized that most of the time this knowledge isn't needed, but when there are conflicts, it is very valuable. This individual said that she doesn't see why a two-year term limit is needed, and said that she would rather have someone who has this knowledge in this position.
    - We decided to drop the two-year term for the Parliamentarian, but to keep it for the Assembly Chair and Secretary positions.
- Third issue raised by the Senate:
    - Ursula said another issue raised concerns what would happen if a vacancy in the position of Assembly Chair or Secretary occurs during the academic year.
    - Discussion ensued, with strategies such as the Nominating Committee conducting a special election or soliciting nominations from the floor at the next Assembly meeting and holding an election.
- Fourth issue raised by the Senate:
    - Ursula said that the Senate pointed out that there's a conflict between our procedures document and the Plan re: our promotions procedures and promotion criteria.
    - Our promotions procedures and promotion criteria documents are appendices to the Plan; however, we have sent them our Plan without these documents. They're asking us to officially make them appendices to the Plan of Organization. We've been reluctant to change our criteria, but fluid about changing PTK procedures. All of our mentoring procedures are in these documents, so we can't change them.
    - Ursula pulled relevant language from the Procedures and put it into the Plan, so they now match. She said that we'll officially attach these appendices to the Plan from here on out.
- Ultimate outcome of this agenda item: Ursula will make the changes to the Plan of Organization that we discussed today, and we'll vote on the Plan (including the appendices) at our April Assembly meeting

III.   Election of Professional Track Representative to University Senate [Katy]
- Vote for one Professional Track candidate to represent the iSchool on the University Senate
- We requested that PTK faculty willing to serve on the Senate submit a statement
- Both Bill Kules and David Loshin submitted a statement
- Any other PTK faculty want to nominate themselves? Or does anyone want to nominate one of their colleagues?
- Due to potential difficulties with eligibility, David asked to rescind his nomination. This request was granted.

- Vote was held
- Results: 51 Yes, 2 No, 0 Abstain
- Bill will be our PTK representative to the University Senate

IV. Election of members of the 2020 Nominating Committee [Katy]
- We need two faculty members and one staff member to serve as the Nominating Committee
- This Committee will solicit people over the next few weeks to serve on iSchool Committees (including Assembly Chair, Secretary, Parliamentarian and Chairs of Standing Committees)
- Katy asked people to raise their hands if they'd be willing to serve on this committee:
  - Jeff Waters (staff rep)
  - Galina Madjaroff (faculty rep)
  - Jen Golbeck (faculty rep)
  - Wayne Lutters (faculty rep)
- Vote to approve the Nominating Committee was held
- Results: 47 Yes, 0 No, 0 Abstain

V. Faculty and Staff Illustrations [Craig]
- In addition to our directory, we're looking for a fun way to portray iSchool people on our website
- We want to create caricatures or illustrations of every staff and faculty member
- Local artist Scott Siskind has provided some examples
- We would like your opinion on this idea [Style Option 1 (realistic) or Style Option 2 (caricatures)?]
- We'll announce the winning style at the next Assembly

VI. MPS in Game, Entertainment, and Media Analytics [David L. & Kate] [See their slides for additional details]
- Master of Professional Studies in Game, Entertainment, and Media Analytics (GEM)
- [Program Proposal Document](https://drive.google.com/file/d/1fibmoqmSHhu4dZ7jIAKtqM228yHS-CdX/view) (https://drive.google.com/file/d/1fibmoqmSHhu4dZ7jIAKtqM228yHS-CdX/view)
- Why now? Increased sociotechnical challenges that can be addressed by the iSchool
- Goal: Balance the needs of the organizations that are developing content and provide training for our students
- 30-credit Master of Professional Studies
- 12-month program that will begin in Fall 2021
- The curriculum leverages mostly currently existing iSchool courses
- Proposal for the new program has been reviewed and approved by the MIM Committee and the iSchool PCC
- Upon approval at Assembly, the proposal will be forwarded to the University for review
- We continue to reach out to industry experts to join an advisory board
- Vote to approve the Master of Professional Studies in Gaming, Entertainment, and Media Analytics as proposed and send it forward to the University for further review

● Results: 54 Yes, 1 Abstain

VII.   Discussion of meeting frequency for Fall 2020 [Katy]
- Timing of Assembly meetings for next academic year? This is at the discretion of the new Assembly Chair, who will be elected soon.
- We met twice in the Fall – once in September and once in December. The December Assembly meeting was about 2 ½ hours long, followed by an APT meeting. However, our February meeting was also 2 hours long. Having meetings less frequently may cause the meetings to be longer.
- Do we want more regular touchpoints during the Fall semester next year?
- In the Spring, we still need to meet monthly (but next year's Chair can raise this for further discussion)

VIII.   Announcements
- Wayne: Cybersecurity search – please attend talks
- Jeff: Mark your calendars: Tuesday, April 7th is our Admitted Student Day. More info to come…
- Sarah: Saturday, April 25th is Maryland Day – we're running a book drive – flyers on the edge of the tables. We're going to be decorating five little libraries.
- Carol: Invite everyone to Make-a-thon this afternoon – 0302J area. There's about 100 students signed up to make things for three sponsors.
- Doug: We have two more faculty search candidates coming in. Please sign up to meet with them. Also, Activity Insight reports and the usual web form CV submissions are due Friday, May 13th. New: PTK faculty need to submit personal statements as part of this process.
- Kathy: Thank you to everyone who helped with the Data Challenge. 200 people came to the working day!
- Beth: Awards Committee: Please submit nominations for the papers and projects awards and for the William G. Wilson Staff Excellence Award
- Brian: Graduation is May 22nd – We need faculty and staff to come to the College graduation. If you can't be there, please let Keith know why you're unable to attend.
- Sarah: If you need regalia, please let me know soon

Adjourn:
- Motion: Craig Taylor
- Second: Alex Leitch

In attendance:

#	Last Name	First Name	Present?
1	Adle	Morgan	Y
2	Ai	Wei	Y
3	Amamcherla	Sravya	Y
4	Antoun	Chris	Y
5	Armstrong	Jackie	Y
6	Baugh	Dave	Y
7	Bezbabna	Tetyana	Y
8	Bonsignore	Beth	Y
9	Boston	Carol	Y
10	Botlero	Lucinda	Y
11	Butler	Brian	Y
12	Campbell	Susan	Y
13	Chan	Joel	
14	Choe	Eun Kyoung	Y
15	Christopher	Dan	
16	Cole	Joan	
17	Cortes	Luis	
18	Dacquisto	Emily	Y
19	Dibert	Noah	
20	Diker	Vedat	Y
21	Domingo	Beth	Y
22	Duffy	Pam	Y
23	Faccio	Fabian	
24	Fellows	Andy	Y
25	Fenlon	Katrina	Y
26	Frias-Martinez	Vanessa	Y
27	Gao	Ge	Y
28	Geraghty	Lisa	
29	Gilbert	Sarah	
30	Gill	Marybeth	
31	Golbeck	Jen	Y
32	Gorham	Ursula	Y
33	Greene	Dan	

34	Grun	Sarah	Y
35	Harry	Charlie	
36	Hassan	Naemul	
37	Heger	Ken	
38	Heidenblad	Donal	Y
39	Henderson	Kibbi	Y
40	Hill	Renee	Y
41	Hinckle	Mia	Y
42	Izsak	Kate	Y
43	Jaeger	Paul	Y
44	Janzen	Shawn	Y
45	Johnson	Liv (Celeste)	
46	Jordan	Bern	
47	Kacorri	Hernisa	Y
48	Kraus	Kari	
49	Kules	Bill	Y
50	Lawley	Katy	Y
51	Lazar	Amanda	Y
52	Lazar	Jonathan	Y
53	Leitch	Alex	Y
54	Lin	Yen	Y
55	Loshin	David	Y
56	Lutters	Wayne	Y
57	Marciano	Fernando	Y
58	Marciano	Richard	Y (phone)
59	Marzullo	Keith	Y
60	Mason	Daisy	Y
61	Mealo-Wentz	Jo Anne	
62	Napier	David	Y
63	Ndumu	Ana	Y
64	Oard	Doug	Y
65	Padron	Ron	
66	Paletz	Susannah	Y
67	Patrick	David	Y (phone)
68	Pietrucha	Nicole	Y

69	Piety	Phil	
70	Reitz	Galina	Y
71	Robinson	Rochelle	
72	Roderer	Nancy	
73	Ruiz	Francisco	Y
74	Sanchez	Claudia	
75	Sauter	Mols	Y
76	Shilton	Katie	Y (phone)
77	Simon	Michelle	Y
78	Smith	Dustin	
79	Srikantaiah	Kanti	Y
80	St. Jean	Beth	Y
81	Subramaniam	Mega	Y
82	Tausczik	Yla	Y
83	Taylor	Craig	Y
84	Truneh	Melekte	Y
85	Vanderheiden	Gregg	
86	Wang	Ping	Y (phone)
87	Waters	Jeff	Y
88	Weaver	Kathy	Y
89	Weintrop	David	
90	Williams-Pierce	Caro	Y (phone)
91	Winter	Susan	Y