

Department of Career and Information Studies

Faculty Meeting (Extended)

Friday, 3 May 2019

10:00 am – 2:00 pm

River's Crossing

Room 156

Agenda

1. Introduction of Visiting Scholar(s)

2. 5-Minute Theses

a. TJ Kopcha:

<https://docs.google.com/presentation/d/1W4g8PFsBXAI0t7Nbt0OCOSUvEx9ObZpwr8ZlAxcRt88/edit?usp=sharing>

i. Vimeo: <https://vimeo.com/album/3316648>

b.

3. Status of Requests for New Faculty Lines

4. Preliminary Consideration Vote: Promotion to Professor

[Dossier of Dr. John Mativo](#) (Presented by Dr. Roger Hill)

5. Departmental Leadership

a. Program Coordinator: Workforce Education

b. Program Coordinator: Learning, Design, and Technology

c. Graduate Coordinator

d. Associate Department Head

e. Department Head: [Candidate Statement from Dr. Rieber](#)

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, and Technology Program Coordinator: Dr. Janette Hill

- 6. Faculty Senate** (John and Janette)
- 7. Graduate Coordinator's Office** (Janette)
- 8. Emeritus Proposal: Dr. Myra Womble** (Elaine)
- 9. Strategic Planning:** [CIS Strategic Plan 2022](#)
- 10. Any Other Business**
- 11. Concluding Remarks**
- 12. Adjourn**

Department of Career and Information Studies

Faculty Meeting

Friday, 29 March 2019

10:00 am – 12:00 pm

River's Crossing, Room 136

Agenda

- 1. Introduction of New Assistant to the Graduate Coordinator (Kristi Ogletree)**
- 2. 5-Minute Theses**

- a. Ike Choi
- b. John Mativo

3. Workforce Education Faculty Search Update

4. Requests for New Faculty Lines

5. Implementation of 20% Budgeted Time for Service

6. Proposal for Banking Courses

- a. What the 'research semester' was in the sentence: "A faculty member would be eligible to earn a research semester once every three years." Is that within the Department? Or does that refer to the College research leave (which is available every 5 years)?
- b. What about people who currently have a banked course but do not have signed letters? I'm fine if we want to go back and require them now, I just wanted clarity.
- c. It sounds like managing the process falls on the program coordinator's plate - is that accurate? If so, perhaps that is a statement to make right within the policy. (Or something to that effect - that the coordinator and DH will work together to track the process).

7. Graduate Coordinator's Office (Janette)

8. Faculty Senate (John and Janette)

9. Any Other Business

Department of Career and Information Studies

Faculty Meeting

Friday, 18 January 2019

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, and Technology Program Coordinator: Dr. Janette Hill

10:00 am – 12:00 pm

River's Crossing, Room 136

Agenda

- 1. 5-Minute Theses**
 - a. Nancy Knapp
 - b.
- 2. Transition to New Assistant to the Graduate Coordinator**
- 3. Faculty Search (Jay)**
- 4. Ideas About Faculty Participation in Convocation**
- 5. [Permission for Consulting](#)**
- 6. Graduate Coordinator's Office (Janette)**
- 7. Faculty Senate (John and Janette)**
- 8. Department Head Succession**
- 9. Review Current Draft of the [CIS Strategic Plan 2022](#).**
- 10. Any Other Business**

Department of Career and Information Studies

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, and Technology Program Coordinator: Dr. Janette Hill

Faculty Meeting

Friday, 9 November 2018

10:00 am – 12:00 pm

River's Crossing, Room 136

Agenda

- 1. 5-Minute Theses**
 - a.
 - b.
- 2. Virtual Reality Demonstration**
- 3. Faculty Search (Jay)**
- 4. Graduate Coordinator's Office (Janette)**
- 5. Faculty Senate (John and Janette)**
- 6. Review Current Draft of the [CIS Strategic Plan 2022](#).**
- 7. Preview [First Draft of the \[Updated\] CIS Bylaws](#)**
- 8. Any Other Business**

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, and Technology Program Coordinator: Dr. Janette Hill

Department of Career and Information Studies

Faculty Meeting

Friday, 12 October 2018

10:00 am – 12:00 pm

River's Crossing, Room 136

Agenda

1. **5-Minute Theses**
 - a.
 - b.
2. **Graduate Coordinator's Office** (Janette)
3. **Faculty Senate** (John and Janette)
4. **Review Current Draft of the [CIS Strategic Plan 2022](#).**
5. **Preview [First Draft of the \[Updated\] CIS Bylaws](#)**
6. **Faculty Search**
7. **Any Other Business**

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, and Technology Program Coordinator: Dr. Janette Hill

Department of Career and Information Studies

Faculty Meeting

Friday, 14 September 2018

10:00 am – 12:00 pm

River's Crossing, Room 136

Agenda

- 1. 5-Minute Theses**
 - a. Lloyd Rieber
 - b. TJ Kopcha
 - c.
- 2. OneSource (Tiffany)**
- 3. Paul Mittelhammer: UGA Online Learning Enrollment Coach**
- 4. Graduate Coordinator's Office (Janette)**
- 5. Faculty Senate (John and Janette)**
- 6. Clare Norrins: [Non-Discrimination and Anti-Harassment Policy](#)**
(Assistant Director, UGA Equal Opportunity Office & Applicant Clearing House)
- 7. Faculty Search (Jay)**
- 8. Any Other Business**

Department of Career and Information Studies

Faculty Meeting (Extended)

Wednesday, 15 August 2018

10:00 am – 2:00 pm (*Lunch Provided*)

River's Crossing, Room 136

Agenda

1. **Welcoming of Dr. Jill Stefaniak**
2. **Introduction of Visiting Scholar: Dr. Chan-Sun Park**
3. **5-Minute Theses**
 - a. Rob Branch
4. **Faculty Research Leave**
Rob encouraged everyone to review
5. **OneSource (Tiffany)**
6. **Capability of the Active Learning Classroom (William Immonen)**
7. **Graduate Coordinator's Office (Janette and Melanie)**
 - a. https://docs.google.com/presentation/d/1uOtc_KlpXGkjZRFORhceP7oRf6mMWSuMHQXI4RRNXIQ/edit?usp=sharing
8. **CIS Indirect Cost Policy**
The 20% indirect cost funds that are returned by UGARF and the university are shared as follows:
 - a. 10% of the 20% to the Dean's office
 - b. 45% of the 20% to the Principal Investigator
 - c. 45% of the 20% to the Department
9. **CIS Salary Release Savings Policy**
Salary release is state money. Therefore, 20% of these funds are returned to the

college. The remaining salary release money must first be used by the Department Head to replace lost instruction, and then, any additional funds returned to the department will be added to the department's state budget for the year. One unit of salary release during the academic year will be defined as 10% of the individual faculty member's academic year salary.

10. Banking Courses

- a. Rob encouraged everyone to formalize courses that have been banked
- b. Janette suggested taking a look at the policy used in LEAP

11. Faculty Senate (John and Janette)

First meeting 17 September

- i. Share concerns about when courses are dropped – students are “shopping” all the way thru drop/add.
- ii. Kudos! Doctoral enrollment now set to a minimum of 5 (yay!)
- iii. Service time will be 20% for tenure track.

12. Point of Emphasis for Academic Year 2018-2019: Recruitment

13. Faculty Search (Jay)

14. Faculty Profile at the College's Web Site

- a. Here's the link: <https://coe.uga.edu/intranet>
- b. --you will likely need to reset your password - it's not necessarily your UGA MyID password, but it is likely your UGA user name

15. Personal Professional Development Goals

16. Preview First Draft of the [CIS Strategic Plan 2022](#)

17. Leadership Succession Planning

18. Fall 2018 CIS Faculty Meeting Dates:

- a. Wednesday, 15 August, (extended), 10:00 am – 2:00 pm
- b. Friday, 14 September, 10:00 am - 12 noon
- c. Friday, 12 October, 10:00 am - 12 noon
- d. Friday, 9 November, 10:00 am - 12 noon
- e. Friday, 7 December, 10:00 am - 12 noon

19. Spring 2019 CIS Faculty Meeting Dates:

- a. Friday, 18 January, 10:00 am - 12 noon
- b. Friday, 22 February, 10:00 am - 12 noon

- c. Friday, 29 March, 10:00 am - 12 noon
- d. Friday, 3 May, (extended), 10:00 am – 2:00 pm

20. Giving to CIS

21. Any Other Business

[Opening Intentions for the Beginning of the Semester](#)

Department of Career and Information Studies

Faculty Meeting

Thursday, 3 May 2018

10:00 am – 12:00 noon

River's Crossing, Room 156

Agenda

- 1. 5-Minute Thesis**
 - a.
 - b.
- 2. OneSource (Tiffany)**
- 3. CIS Fiscal Report**
- 4. Faculty Senate (John and Janette)**
- 5. Request from Learning, Design, and Technology**
- 6. Graduate Coordinator's Office (Janette and Melanie)**

7. Leadership Succession Planning

8. Fall 2018 CIS Faculty Meeting Dates:

- a. Wednesday, 15 August, (extended), 10:00 am – 2:00 pm
- b. Friday, 14 September, 10:00 am - 12 noon
- c. Friday, 12 October, 10:00 am - 12 noon
- d. Friday, 9 November, 10:00 am - 12 noon
- e. Friday, 7 December, 10:00 am - 12 noon

9. (Proposed) Spring 2019 CIS Faculty Meeting Dates:

- a. Friday, 18 January, 10:00 am - 12 noon
- b. Friday, 22 February, 10:00 am - 12 noon
- c. Friday, 29 March, 10:00 am - 12 noon
- d. Friday, 3 May, (extended), 10:00 am – 2:00 pm

10. Any Other Business

Department of Career and Information Studies

Faculty Meeting

Friday, 30 March 2018

12:00 pm – 2:00 pm

River's Crossing, Room 156

Agenda

1. 5-Minute Theses

- a.
- b.

2. Preliminary Consideration Vote: Promotion to Associate Professor

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, and Technology Program Coordinator: Dr. Janette Hill

- a. [Dossier of Dr. Inheok Lee](#) (Presented by Dr. Roger Hill)
- 3. **Preliminary Consideration Vote:** Tenure
 - a. [Dossier of Dr. Inheok Lee](#) (Presented by Dr. Roger Hill)
- 4. **Faculty Position Request** (Jay)
- 5. **Graduate Coordinator's Office** (Janette)
- 6. **Faculty Senate** (Janette and John)
- 7. **Preview First Draft of the [CIS Strategic Plan 2022](#)**
- 8. **Any Other Business**

Department of Career and Information Studies

Faculty Meeting

Friday, 2 March 2018

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

Meeting Canceled

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, *and* Technology Program Coordinator: Dr. Janette Hill

Department of Career and Information Studies

Faculty Meeting

Friday, 2 February 2018

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

1. 5-Minute Theses

a.

2. Faculty Position Request (Jay)

3. Graduate Coordinator's Office (Janette)

4. Faculty Senate (Janette and John)

5. **Selected 2017-2018 Action Items from Our [CIS Strategic Plan](#):**
 - a. *Objective 2b.2*: Offer state-of-the-art technology workshops.
 - b. *Objective 3a.1*: Hold leadership roles in major professional organizations
 - c. *Objective 3b.1*: Hold leadership roles in university and college committees
6. **Points of Emphasis for Academic Year 2017-2018: Research and Recruitment [Design Thinking](#)**
7. **Any Other Business**

Department of Career and Information Studies

Faculty Meeting

Friday, 5 January 2018

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

1. **5-Minute Theses**
 - a. John Mativo
 - b. Lloyd Rieber
2. **[Staff Evaluations](#)**
3. **Faculty Search (Lloyd)**

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, and Technology Program Coordinator: Dr. Janette Hill

4. **Graduate Coordinator's Office** (Janette)
5. **Faculty Senate** (Janette and John)
6. **Department Head Position** for the 2018-2021 Term
7. **Selected 2017-2018 Action Items from Our CIS Strategic Plan:**
 - a. *Objective 2b.2*: Offer state-of-the-art technology workshops.
 - b. *Objective 3a.1*: Hold leadership roles in major professional organizations
 - c. *Objective 3b.1*: Hold leadership roles in university and college committees
8. **Points of Emphasis for Academic Year 2017-2018**: Research and Recruitment
Design Thinking
9. **Any Other Business**

Department of Career and Information Studies

Faculty Meeting

Friday, 1 November 2017

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

Meeting Canceled

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, *and* Technology Program Coordinator: Dr. Janette Hill

Department of Career and Information Studies

Faculty Meeting

Friday, 3 November 2017

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

- 1. 5-Minute Theses**
 - a. Greg Clinton
- 2. General Announcements**
- 3. Graduate Faculty Votes**

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, and Technology Program Coordinator: Dr. Janette Hill

- a. Dr. Roger Hill
- b. Dr. Nancy Knapp
- 4. **Points of Emphasis for Academic Year 2017-2018:** Research and Recruitment
[Design Thinking](#)
- 5. **Faculty Search** (Lloyd)
- 6. **Selected 2017-2018 Action Items from Our [CIS Strategic Plan](#):**
 - a. *Objective 2a.2:* Submit 10 proposals for external funding
 - b. *Objective 2a.3:* Have faculty serve on federal grant review panels
 - c. *Objective 2b.1:* Create a state-of-the-art technology innovation and digital innovation laboratory
- 7. **Faculty Senate** (Janette and John)
- 8. **Graduate Coordinator's Office** (Janette)
- 9. **Any Other Business**

Department of Career and Information Studies

Faculty Meeting

Friday, 13 October 2017

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

Meeting Canceled

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, *and* Technology Program Coordinator: Dr. Janette Hill

Department of Career and Information Studies

Faculty Meeting

Friday, 22 September 2017

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

1. 5-Minute Theses

- a. Myra Womble
- b. Gretchen Thomas

ITT Conference - Friday, 10/20

Conference proposals due Saturday at midnight.

Submit a proposal and/or register [here](#). Remember, it's just 10 minutes.

2. **Associate Dean for Academic Programs:** Stacey Neuharth-Pritchett
3. **Point of Emphasis for Academic Year 2017-2018:** Research and Recruitment
4. **Possible Projects with the Medical School**
5. **Selected 2017-2018 Action Items from Our [CIS Strategic Plan](#):**
 - a. *Objective 1b.1:* Prepare leaders in career selection, navigation, and advancement
 - b. *Objective 1b.2:* Offer courses in experiential learning to undergraduate students and graduate students across the university
 - c. *Objective 2a.1:* Submit, as a department, proposals for extramural funding for at least \$500,000 for the next three consecutive years (2017-2020).
6. **Faculty Search** (Lloyd)
7. **Faculty Senate** (Janette and John)
 - a. Three topics of discussion
 - i. Faculty Senate (FS) Representing the COE Voice in the Public Interest:
Please let janette & John know of any issues of interest that you would like the FS to discuss, find out more information, etc. (see also #iii below)
 - ii. Course Evaluation Guidelines: Required to evaluate. How to make sure all courses each semester have an evaluation option for students. Need your input:
 1. What are the department policies in place around course evaluations?
 2. Are announcements made in departments reminding to open up evaluations? We know that Rob does send out reminders.
 - iii. FS, COE Administration and Shared Authority/Decision-Making. In the by-laws there is a section on Shared Authority; what do we want to do with this? Particular issues to raise? Please let janette & John know! See <https://coe.uga.edu/intranet/resources/coe-bylaws>

8. **Graduate Coordinator's Office** (Janette) - apologies for not being at the meeting today; had a conflict with a meeting in the Dean's Office.
 - a. Please encourage your students to read *Touchstone Tuesdays* for important dates and reminders of other events.
 - b. Several award deadlines shared this week; please let me AND Melanie know if you are interested in nominating someone. Will enable us to work closely together with you to prepare the package for the award.
 - c. Will soon distribute advisee lists to confirm your advisees and make any updates.
9. **Giving to CIS**
10. **Identifying Cross-program Courses**
11. **Any Other Business**

Department of Career and Information Studies

Faculty Meeting **(Extended)**

Wednesday, 16 August 2017

10:00 am – 2:00 pm (*Lunch Provided*)

River's Crossing, Room 156

Agenda

13. **5-Minute Theses**
 - a. Rob Branch
 - b. Jimmy Williamson
14. **UGA Medical Partnership, Associate Dean for Faculty Affairs and Development:**
Gerald Crites

15. Associate Director of Development: Meredith Metcalf

16. Associate Dean for Research and Graduate Education: Ellen Evans

17. Point of Emphasis for Academic Year 2017-2018: Research and Recruitment

18. CIS Faculty Senator Vote

a. John Mativo

b. _____

19. (tabled to Wednesday, 23 August 2017, 9:00 am)

Promotion to Academic Professional Vote:

Dr. Jimmy Williamson (Presented by Dr. Roger Hill)

20. (tabled to Wednesday, 23 August 2017, 9:00 am)

Promotion to Associate Professor Vote:

Dr. InHeok Lee (Presented by Dr. Roger Hill)

21. (tabled to Wednesday, 23 August 2017, 9:00 am)

Tenure Vote:

Dr. InHeok Lee (Presented by Dr. Roger Hill)

22. Selected 2017-2018 Action Items from Our [CIS Strategic Plan](#):

- a. *Objective 1a.1:* Achieve Departmental average of 4.00 for student course evaluations
- b. *Objective 1a.2:* Obtain approval for a Doctor of Education (EdD) degree in Learning, Design, and Technology
- c. *Objective 1c.1:* Offer an undergraduate degree in Business and Marketing Education
- d. *Objective 2d.1:* Achieve the average number of faculty peer reviewed journal articles of 2.5
- e. *Objective 2d.2:* Have every faculty member with research time submit at least one peer-reviewed article for publication or book

23. Faculty Search (Lloyd)

24. Faculty Senate (Janette)

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, *and* Technology Program Coordinator: Dr. Janette Hill

25. Graduate Coordinator's Office (Janette)

26. Giving to CIS

27. Identifying Cross-program Courses

28. Personal Professional Development Goal

29. Any Other Business

Department of Career and Information Studies

Faculty Meeting **(Extended)**

Wednesday, 3 May 2017

10:00 am – 2:00 pm (*Lunch Provided*)

River's Crossing, Room 156

Agenda

1. **University of Georgia Provost:** Dr. Pam Whitten
2. **Preliminary Consideration Vote:** Promotion to Associate Professor
 - a. Dossier of Dr. Inheok Lee (Presented by Dr. Roger Hill)
3. **Preliminary Consideration Vote:** Tenure
 - a. Dossier of Dr. Inheok Lee (Presented by Dr. Roger Hill)
4. **Panel Session: The Role of an Academic Program in an R1 University**
 - a. Workforce Education (Jay and Roger)
 - b. Learning, Design and Technology (Janete and Lloyd)
5. **Request for New Position in Learning, Design, and Technology** (Janette)
6. **Faculty Senate** (Roger and Janette)
7. **Graduate Coordinator's Office** (Janette)
8. **Giving to CIS**
9. **Moments of Reflection**
 - a. Accomplishments
 - b. Moving Forward
10. **Any Other Business**

Department of Career and Information Studies

Faculty Meeting

Friday, 31 March 2017

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

1. **Director of the UGA Office of Online Learning:** Dr. Stephen Balfour
2. **Merit Pay**
3. **Vote for CIS Faculty Senator**
Candidate
 - a. Janette Hill
4. **Vote for CIS Representative to College Awards Committee**
Candidate
 - a. Jimmy Williamson
5. **Vote for CIS Representative to College Curriculum Committee**
Candidate
 - a. Nancy Knapp
6. **College of Education Exit Survey** (Myra)
7. **Selected Action Items from Our 2016-2017 [CIS Strategic Plan](#):**
 - a. Objective 5b.1 - Establish an external Departmental advisory Board
 - b. Objective 4a.4 - Explore industry-based curriculum for non-education majors
8. **Graduate Coordinator's Office** (Janette)
9. **Faculty Senate** (Roger and Janette)
10. **Status of Proposal to Change Department Name**
11. **Any Other Business**

Department of Career and Information Studies

Faculty Meeting

Friday, 3 March 2017

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

1. 5-Minute Theses

a. Jimmy Williamson

2. Senior Associate Dean: Dr. Denise Spangler

3. Preliminary Consideration Vote: Academic Professional

a. Dossier of Dr. Jimmy Williamson (Presented by Dr. Roger Hill)

4. Preliminary Consideration Vote: Promotion to Associate Professor

a. Dossier of Dr. Inheok Lee (Presented by Dr. Roger Hill)

5. Preliminary Consideration Vote: Tenure

a. Dossier of Dr. Inheok Lee (Presented by Dr. Roger Hill)

6. Call for Proposals: [Cluster of Innovative Online Graduate Courses](#)

7. Merit Pay Procedure: [This Year's Guidelines](#)

8. Selected Action Items from Our 2016-2017 [CIS Strategic Plan](#):

a. Objective 5b.1 - Establish an external Departmental advisory Board

b. Objective 4a.4 - Explore industry-based curriculum for non-education majors

9. Status of Proposal to Change Department Name

10. Graduate Coordinator's Office (Janette)

11. Faculty Senate (Roger and Janette)

12. Any Other Business

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, and Technology Program Coordinator: Dr. Janette Hill

Department of Career and Information Studies

Faculty Meeting

Friday, 3 February 2017

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

9. Introduction of Eun Jung Kim, (ChanMin)

Visiting Scholar, from Pusan National University, South Korea

10. Introduction of Tim Meehan

Executive Director for OLLI

11. 5-Minute Theses

- a. Jimmy Williamson

12. Double Dawgs Program Proposals

- a. [Phase 1](#)
- b. Due to Rob by Tuesday, 14 February 2017

13. Selected Action Items from Our 2016-2017 [CIS Strategic Plan](#):

- a. Objective 1a.5 - Seek approval for a Doctor of Education (EdD) degree in Learning, Design, and Technology

(Note: Rather than an Ed.D., LDT will be seeking to add an area of emphasis. Then, there will be a called [electronic] vote by the CIS faculty on Tuesday.)

- b. Objective 2a.1 - Submit, as a department, proposals for extramural funding for at least \$500,000 for the next three consecutive years (2017-2020)
- c. Objective 3d.1 - Conduct online learning workshops for the University

14. **Graduate Coordinator's Office** (Janette)

15. **Faculty Senate** (Roger and Janette)

16. **Any Other Business**

Department of Career and Information Studies

Faculty Meeting

Friday, 6 January 2017

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

- 1. Graduate Coordinator's Office (Janette and Melanie)
- 2. 5-Minute Thesis: ChanMin Kim
- 3. Printing and Copying Capacity within the Department
- 4. Points of Emphasis on [CIS Strategic Plan](#) 2016-2017 Action Items:
 - a. Objective 1c.3 - Work with PSC to recognize STEM Certificate for STEM Endorsement

- b. Objective 3b.3 - Develop and propose some EDUC courses
 - c. Objective 4b.1 - Offer a joint bachelor's degree with the College of Family and Consumer Sciences (FACS) in the areas of business and marketing education
- 5. Faculty Senate (Roger and Janette)
- 6. Faculty Annual Evaluations
- 7. Merit Pay Procedure
- 8. Any Other Business
 - a. CIS Courses that can be considered for students across College
 - b. Paper Trails
 - c. Online CIS Summer Courses

Department of Career and Information Studies

Faculty Meeting

Friday, 11 November 2016

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

- 1. 5-Minute Theses
- 2. Graduate Coordinator's Office (Janette)
- 3. Points of Emphasis:
 - a. [College 2016 Annual Report](#)

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, *and* Technology Program Coordinator: Dr. Janette Hill

b. [Standard for Awards and Publications](#)

4. Associate Dean for Research: Dr. Karl Newell
5. Faculty Senate (Roger and Janette)
6. Department Name

a. Learning, Design, Technology, and Workforce Education

7. Any Other Business

Department Head: Dr. Rob Branch
Faculty Senators: Dr. Janette Hill and Dr. John Mativo
Office Manager: Tiffany Haag

Graduate Coordinator: Dr. Janette Hill
Workforce Education Program Coordinator: Dr. Elaine Adams
Learning, Design, *and* Technology Program Coordinator: Dr. Janette Hill

Department of Career and Information Studies

Faculty Meeting

Friday, 14 October 2016

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

1. 5-Minute Theses
2. Dr. Karl Newell, Associate Dean for Research
3. Point of Emphasis: Extramural Funding
4. Department Name
5. Graduate Coordinator's Office (Janette)
6. Faculty Senate (Roger and Janette)
7. Dr. Anneliese Singh, Associate Dean for Diversity, Equity and Inclusion
8. Any Other Business

Department of Career and Information Studies

Faculty Meeting

Friday, 16 September 2016

10:00 am – 12:00 pm

River's Crossing, Room 156

Agenda

1. 5-Minute Theses
2. CIS Staff Update
3. Access to Course Evaluations
4. Department Name
5. 2016 – 2017 Points of Emphasis
 - a. Extramural Funding
 - b. Fund-raising Campaign
6. Faculty Instructional Load Form
7. Course Syllabi
8. Graduate Coordinator's Office (Janette)
9. Faculty Senate (Roger and Janette)
10. Fall Challenge: [Click here](#) to join the challenge. Challenge begins Monday, Sep. 19, ends Friday, Nov. 11
11. Any Other Business