

Minutes from iCaucus Deans' Meeting

February 10, 2012

iConference

Toronto, Canada

1. Introductions:
 - Diane Sonnenwald – Head of School, Information & Library Science at University College – Dublin, Ireland – will participate in iCaucus as elected representative of the iDeans
 - JD Ross – new Communication Coordinator for the iSchool Organization, from Syracuse
 - Iris Stewart – new administrative support for iSchools Organization, from Syracuse
2. Congratulations to Seamus and his team for an excellent and very successful conference.
3. Discussion of a global iSchool campaign promoting iSchool undergrad programs in order to raise awareness and to increase applications. 5 of the Deans present did not have an UG program, so suggestion was made that we consider including graduate programs in such an initiative. JD will reach out to each school's Communications Director, and then lead development of an open RFP for the campaign for review and decision. Goal is to accomplish this by summer.
4. Clark Heideger (iSchools' iConference Coordinator) & Bill Moen (2013 iConference Chair from UT-North Texas) led a discussion of planning for iConference 2013, with the following highlights:
 - Herman Totten and Liz Liddy are Honorary Co-Chairs.
 - According to Moen, iConference 2013 will seek a balance of community building and scholarship.
 - Program Co-Chairs are Martin Halbert of North Texas and Kevin Crowston of Syracuse.
 - Bill and / or Clark will send out a request to each Dean to nominate someone for the Program Committee, to ensure that all topics of likely submission are represented on the Program Committee.
 - Bill is also seeking ideas on keynote speakers. Please send directly to him.
 - Clark developed an online survey of all 2012 iConference attendees, the results of which will be shared with the Deans & used to improve future conferences.
 - The iConference Sub-Committee will do a formal call for bids to host the 2015 and 2016 iConferences.
 - Conference Management System – Clark, Bill, & JD led discussion of choices
 - iConference 2013 will use ConfTool as its conference management system.
 - Discussion again surfaced the need to become a recognized entity to better deal with financial, legal, professional, trademarks, contracted employees, etc.
 - As a follow-up, Liddy has begun discussion with a lawyer whose practice is in incorporation of not-for-profits, and will report on the necessary steps towards achieving 501(c)3 status at the first iCaucus conference call in April.
5. Treasurer's Report – Larry Dennis (attached)
 - A. The organization is fiscally healthy, although all schools had not yet paid their annual dues as of the iConference, and efforts are underway to collect these.
 - B. Discussion regarding the risk to the school which hosts the conference, including belief that the hosting school should keep profit from conference if they also assume risk of a loss.
 - This issue will be worked through in the coming year.

6. Conferences

- Open discussion of models of conferences, ranging from the CRA model with no papers; to the HICS model which accepts an abundance of papers & fosters a strong sense of community; to the ACM-SIGIR model which pushes towards growing both paper submissions and attendance, while maintaining low acceptance rates.
- View was expressed that since there are so many conferences in our field, we need to be original and unique by increasing quality while maintaining strong sense of community.

7. Membership Committee

- AnnaLee, Herman / Linda, and Michael Seadle currently comprise the committee, with Larry & Liz as Ex Officio.
- Discussion of criteria currently used to define an iSchool ensued as some applicants are still just library schools. Consensus that applicants need to at least show evidence of investing in being an information school.
- The current application for being considered an iSchool is admittedly broad. The committee will add a few more questions to ascertain whether the applying school meets our criteria, and share these for discussion in a bi-monthly teleconference.
- The following policy issues were discussed and appropriate actions taken regarding schools to be admitted to the iCaucus.
 - Must the Dean / Director have a doctorate? Yes.
 - Must the Dean / Director speak adequate English? Tabled for consideration on bi-monthly teleconference.
- Discussion of 4 applicant iSchools for admission to the iCaucus was followed by voting on each, with the following results:
 - Accepted:
 - Melbourne School of Information
 - Humanities Advanced Technology and Information Institute, University of Glasgow
 - School of Information Studies, University of Wisconsin-Milwaukee
 - Rejected:
 - Institute of Management, Koblenz-Landau

8. Reports on several of the projects from the 2011 iSchool focus on *Enhancing the iSchool Doctoral Experience*, a year-long, 5-prong initiative were made, including:

- A report out from the PhD Program Directors on *The 1st Workshop of the iSchools' Ph.D. Program Directors: Enhancing iSchools' Doctoral Education: What's Next?*
 - 16 Ph.D. Program Directors from the iSchools came together for a full-day workshop, organized by David Hendry (Washington), Lynne Howarth (Toronto), and Ping Zhang (Syracuse). The aim of the workshop was to build community, to exchange ideas, and to explore concrete steps that they might take for enhancing doctoral education.
 - Before the Workshop, a survey was conducted to gather some basic information about the iSchools and to identify key issues to be covered at the workshop. A total of 18 iSchools participated in the survey. Topics for breakout discussions were determined by the extent of interest from the participants.
 - a. Where will our graduates find jobs? Are they prepared? What kind of new faculty are we hiring? Will we hire i-School graduate?
 - b. How to support students' timely progress through the program?

- c. How to *ensure* and improve the quality of faculty-student mentoring?
- d. Examination and discussion of draft iSchool dissertation award policy.
- e. Discussion of Action Items for Next Year.
- f. Discussion of Agenda Items for Future workshops.

Summaries of breakout discussions are summarized in the attached full report of the PhD Directors Workshop.

The following action items at the Doctoral level for next year were identified for the iSchools:

- a. Sharing among iSchools to include: policy / PhD handbooks; syllabi of core or key courses; mentoring tools; procedures & milestones; evaluation forms; and best practices.
- b. Gathering statistics on recruiting and placement.

In addition, the following agenda foci for future PhD Program Directors' Workshops were identified:

- a. Curricular: core or foundation courses, elective courses, methods courses
 - b. Recruitment of new students: focus on diversity; seek collective efforts by iSchool PR team as to why iSchools are a good choice for doctoral education
 - c. International / transnational effort: exchange students; virtual intellectual experiences
 - d. Funding / research collaboration
- The proposed iSchool Dissertation Award was discussed at the workshop, and also briefly at the deans' meetings, and the finalized iSchool Doctoral Dissertation Award Competition Policy is included in the attached report of the Workshop.
 - Another initiative within the 2011 focus on *Enhancing the iSchool Doctoral Experience* was travel support to the iConference for presenting students. As a last task as an iSchool Dean, John Unsworth led a discussion of the various ways in which this could be done, leading to the following proposal which received general consensus from the Deans.
 - The iSchools Organization would provide support in the form of five \$1,000 prizes for doctoral students whose submissions to the iConference will be reviewed and selected in advance as winners of best paper / best poster awards.
 - Details of this will be worked through and clear guidelines provided to all iSchools in timely fashion for the annual iConference. A PhD Program Director needs to step up to lead the initiative.

The final initiative within the year-long PhD focused endeavor was to investigate semester or year-long exchange programs across iSchools by PhD students. Krishnan & Steve Miller reported on a successful exchange that has been underway between Singapore Management University and Carnegie Mellon with the 1st cohort of 5 students who have been participating since August, 2011. Additionally, they are now assembling a 2nd cohort. Report of the initiative will be shared.

- 9. Ron Larsen reported briefly that he would be revisiting the next steps on the benchmarking survey with the Deans.

10. The following progress was made on the Microsoft Research (MSR) relationship with the iSchools resulting from discussion of 6 deans with Lee Dirks & Shelly Farnham on February 8th in Toronto:

- Proposed Social Media Competition
 - Will start at iConference 2013 (in Fort Worth, Texas)
 - 1 team from each school will be co-sponsored by their school & MSR to compete at the iConference
 - Students at any level & collaborations across schools are allowed
 - Committee of 3 representative faculty from various iSchools will work with Shelly Farnham, FUSE Labs, who is MSR's lead on the details

- MSR's 2012 Annual Faculty Summit in Redmond, WA led by Lee Dirks
 - Plan is to rotate iSchool participation as to which group from each school attends
 - Deans will be invited to attend every 3 years
 - The Summer 2012 (July 16-18th) session will end with a ½ day session focused on Social Media, to which each iSchool will send one faculty member active in Social Media, at MSR's expense.

- Update on MSR Internships – Lee Dirks will follow-up with Ossie Roycroft at MSR
 - Information will be shared with JD Ross (iSchools Communications Coordinator) who will post widely to iSchools
 - MSR is also hosting a graduate women's program for US & Canada females for a 2nd year and iSchool students are welcome to attend

- MSR Engagement around iSchool Data Science / eScience Curricula
 - Lee Dirks is looking to hold a meeting of interested iSchool Data Science folks in the fall
 - Lee and the iSchools are looking for a relevant conference that many would be attending and where a joint event could be held. Suggestions welcome.
 - Rane Johnson-Stempson of MSR is looking for folks to sign up & use ChronoZoom II

- Potential Connections with MSR Research Projects – Lee / Rane / Shelly
 - Looking for a journal / blog that most iSchool folks read where they should be sharing their opportunities.
 - JD will be on lookout for this & share back what he discovers

- Microsoft has committed to ongoing iConference Sponsorship, as announced at the Awards Dinner on Thursday, Feb 9th

11. iSchool Professional Organizational Relationships

- A. CRA – In response to a diminishing interest of individual iSchools in CRA membership, the following suggestions were made:
- Transfer CRA deans meeting to iConference
 - Propose a contract between iCaucus and CRA to jointly represent iSchools and Computer Science Schools in Washington, DC
 - Hold joint meetings of CRA & iSchools every other year at iConference and Snowbird
 - David Fenske of Drexel & Krishnan of CMU will pursue more detail on the relationship.

B. CNI – Suggestion was proposed for an institutional level iCaucus membership in CNI, which would cost \$6,900 for 2 years for 2 representatives. Consensus was gained to join, and Michael Seadle of Berlin and Ron Larsen of Pittsburgh will be the iSchool representatives.

C. ALISE / ASIST

- The topic of co-operation amongst ALISE, ASIST, and the iSchools was raised given some of their common interests.
- Possibility of consolidating conferences, with the benefit of a more coordinated job market was raised.
- Some Deans were not in favor, while others were.
- David Fenske raised the possibility of holding a joint conference in 2015.
- There was insufficient time to resolve this question.

12. Final topic before closing the meeting was the restatement that attendance of iCaucus Deans at the Annual Meeting is required as a tenet of membership.