INFORMATION AND LIBRARY SCIENCE

KIM, HAK JOON, Professor and Chairperson
BIELEFIELD, ARLENE, Associate Professor and MLIS Program Coordinator
BOGEL, GAYLE, Associate Professor and School Library Media Program Coordinator
LIU, YAN QUAN, Professor
REAL, BRIAN, Assistant Professor and Coordinator of the Internship Program
SCHOFIELD, CINDY, Professor and Coordinator of the ALA Accreditation
SIERPE, EINO, Associate Professor
Library Information Science, MLIS

School Library Media Specialist, Graduate Certificate - Cross Endorsement

School Library Media Specialist, Graduate Certificate - Initial Certification
SCHOOL LIBRARY MEDIA SPECIALIST, GRADUATE CERTIFICATE - CROSS ENDORSEMENT

For further information: LibraryScienceGrad@southernct.edu

Application Deadline: Rolling Admissions

Overview

This Graduate Certificate offers preparation for currently certified teachers seeking additional endorsement as school media specialist. Students may pursue dual enrollment in this certificate as well as the Master of Library and Information Science degree. Please contact the graduate coordinator for further information.

Admission Procedure

a) Preparation and submission of the Online Graduate Application

• The Online Graduate Application can be found at: http://southernct.edu/gradadmissions/graduate-application.html
• In addition to the Graduate Application, candidates need to create an additional admission account at the College of Education portal, found at:https://southernct.tk20.com/

b) Submission of the required documentation

Complete applications must include the following materials:

1. Graduate School Application.
2. $50.00 non-refundable application fee.
3. Official academic transcripts for all college-level programs the applicant has ever attempted and/or completed, with at least one transcript showing an undergraduate degree from an institution accredited by a recognized accrediting agency in the United States. For students with degrees obtained outside the United States, equivalence must be established by the World Education Services, Josef Silny & Associates Evaluators, Inc., Global Credential Evaluators, Inc., or Educational Credential Evaluators, Inc. These are independent evaluation services recognized by the National Association of Credential Evaluation Services (NACES). For applicants whose native language is not English, TOEFL scores.
4. The Graduate School sets the minimum score needed on the TOEFL exam.
5. Two letters of recommendation written by individuals in a position to describe and evaluate the applicant’s commitment and potential for academic success at the graduate
level. The letters should also address the applicant’s potential ability to make meaningful professional contributions.

6. A written statement (400-500 words) describing why the applicant is interested in the chosen program of study, expected contributions, and anticipated areas of professional practice.

7. A current resume.

c) Review the application file by the Department's Graduate Admissions Committee

Complete application files will be reviewed by the Coordinator of the School Library Program and an admissions interview will be scheduled. The file will then be reviewed by the Dept. Graduate Admissions Committee. The Committee's membership consists of three full-time faculty.

d) The determination of the applicant's qualifications and dispositional suitability for admission into the program

In making its determination and subsequent recommendation, the Dept. Graduate Admissions Committee will give consideration to the applicant's entire record. Please see section on requirements for information on conditional acceptance.

e) The Department's recommendation to the Dean's Office at the School of Education

Once the School of Graduate and Professional Studies Committee makes a determination on the applicant's suitability for the intended program of studies, a recommendation will be made to the Dean's office at the School of Education for its final review.

Course Listing - 30 Credits

As sequencing changes, it is highly recommended that students meet with their program advisor to finalize a list of requirements for graduation.

All ILS content courses are offered online, and the required ILS internship is flexibly scheduled around work and family commitments.

- ILS 502 - Fundamentals of Library and Information Science - 3 credits
- ILS 505 - Information Resources Organization and Management - 3 credits
- ILS 507 - Information Science and Technology - 3 credits
- ILS 508 - User Services - 3 credits
- ILS 516 - Literacy, Literature and Reading for School and Public Libraries - 3 credits
- ILS 545 - Administration and Design of School Library Media Centers - 3 credits
- ILS 547 - Integrating Technology and Media in K-12 Curriculum - 3 credits
- ILS 575 - Instructional Design Principles - 3 credits
- ILS 582 - Library Science Internship – 3 credits

Electives: One Course – 3 credits
Suggested elective courses: ILS 571 Methods in School Libraries or ILS 541 Leadership and Advocacy for Information Professionals. Other courses may be chosen from current ILS course offerings with academic advisor approval.
LIBRARY INFORMATION SCIENCE, MLIS

Application Deadline

Rolling Admissions

Announcement

April 18, 2018

The Master of Library and Information Science (MLIS) program at Southern Connecticut State University (SCSU) has been granted candidacy status by the Committee on Accreditation of the American Library Association. Candidacy status is an indication that SCSU’s MLIS program has voluntarily committed to participate in the ALA accreditation process and is actively seeking accreditation. Candidacy does not indicate that the program is accredited nor does it guarantee eventual accreditation of the program by ALA.

OVERVIEW

The recently introduced Master of Library and Information Science (MLIS) is an online 36-credit program offered by the Department of Information and Library Science in the College of Education. The program is intended for those seeking to develop or advance in careers in the information professions giving students two options to pursue their interests. These include School Library Media and the Individualized Program. All programs share the core courses, but with flexibility in the choice of electives deemed appropriate for professional practice in public, academic libraries, and digital information management.

The Master of Library and Information Science is currently in candidacy status for accreditation by the American Library Association (ALA).

The School of Education at Southern Connecticut State University is accredited by the Council for Accreditation of Educator Preparation (CAEP), 2010 Massachusetts Ave., NW, Suite 500, Washington, DC 20036; phone (202) 466-7496. This accreditation covers the initial certification preparation program in school media in the State of Connecticut (Connecticut School Media is a K12 certification). CAEP is recognized by the U.S. Department of Education and the Council for Higher Education Accreditation to accredit programs for the preparation of teachers and other professional school personnel.

Please refer to the home page on admissions from the School of Graduate and Professional Studies for information on general requirements and the Online Graduate Application.

APPLICATION DEADLINE
The Master of Library and Information Science program has rolling admissions. Please consult the sections that follow for an overview of the program and guidance on the requirements and the admissions procedure.

REQUIREMENTS

Consideration for admission into the MLIS program is based on applicants meeting the minimum requirements for admission to the Graduate School as described in the Graduate Catalog under Minimum Acceptance Standards. The standard is defined as:

A bachelor's degree from a regionally accredited college or university (or equivalent for students with degrees obtained in other countries) with an undergraduate cumulative grade point average of at least 3.0 (scale A = 4.0) and the recommendation of the graduate program.

A candidate whose academic record is not sufficiently competitive may be recommended by the School of Graduate and Professional Studies for Conditional Admission but only if the applicant has demonstrated considerable promise as a result of work experiences and/or contributions to the community.

Students from outside the United States should consult the section Admission of International Students in the Graduate Catalog for information on expected language proficiency, etc.

Based on current graduate admission policies, applicants may register as part-time non-matriculated students in graduate courses. However, non-matriculated students may earn no more than nine credits toward a degree program.

SCHOOL LIBRARY MEDIA

Applicants interested in School Library Media should refer to program page in this catalog and the section entitled “Admission to Teacher Certification Programs” in the Graduate Catalog under Application and Admission for information.

All students seeking admissions to the Connecticut Initial Educator or Cross Endorsement Certification program must arrange a personal interview with the ILS Graduate Admissions Committee and/or School Media Coordinator.

ADMISSIONS PROCEDURE

The procedure for admission into the program includes several steps, with the first two taken by the applicant to initiate the process.

a) Preparation and submission of the Online Graduate Application

The Online Graduate Application can be found at:

http://www.southernct.edu/academics/graduate/graduate-admissions/graduate-application.html

b) Submission of the required documentation

Complete applications must include the following materials:

1) Graduate School Application
2) $50.00 non-refundable application fee

3) Official academic transcripts for all college-level programs the applicant has ever attempted and/or completed, with at least one transcript showing an undergraduate degree from an institution accredited by a recognized regional accrediting agency in the United States. For students with degrees obtained outside the United States, equivalence must be established by the World Education Services, Josef Silny & Associates Evaluators, Inc., Global Credential Evaluators, Inc., or Educational Credential Evaluators, Inc. These are independent evaluation services recognized by the National Association of Credential Evaluation Services (NACES).

4) For applicants whose native language is not English, TOEFL scores. The School of Graduate and Professional Studies sets the minimum score needed on the TOEFL exam.

5) Two letters of recommendation written by individuals in a position to describe and evaluate the applicant’s commitment and potential for academic success at the graduate level. The letters should also address the applicant’s potential ability to make meaningful professional contributions.

6) A written statement (400-500 words) describing why the applicant is interested in the chosen program of study, expected contributions, and anticipated areas of professional practice.
   a) A current resume.
   c) Review of the application file by the Department’s Graduate Admissions Committee

Complete application files will be reviewed by the Department Graduate Admissions Committee. The Committee’s membership consists of three full-time faculty.

d) The determination of the applicant’s qualifications and dispositional suitability for admission into the program

In making its determination and subsequent recommendation, the Department's Graduate Admissions Committee will give consideration to the applicant’s entire record. Please see section on requirements for information on conditional acceptance.

e) The Department’s recommendation to the School of Graduate and Professional Studies

Once the Department's Graduate Admissions Committee makes a determination on the applicant’s suitability for the intended program of studies, a recommendation will be made to the School of Graduate and Professional Studies for its review.

f) Final determination by the School of Graduate and Professional Studies

Admission decisions rest exclusively with the School of Graduate and Professional Studies and they are communicated by the School. For applicants accepted into the program, the School’s decision concludes the process of matriculation.

PROGRAM REQUIREMENTS - 36 Credits
As sequencing changes, it is highly recommended that students meet with their program advisor to finalize a list of requirements for graduation.

Required Core Courses

ILS 502 - Fundamentals of Library and Information Science - 3 credits
ILS 505 - Information Resources Organization and Management - 3 credits
ILS 507 - Information Science and technology - 3 credits
ILS 508 - User Services - 3 credits
ILS 509 - Management of Library and Information Agencies - 3 credits
ILS 582 - Library Science Internship - 3 credits

Concentration

Students choose electives according to their specific areas of interest. Students choose courses as electives with advisor approval - 15 credits

Capstone Experience (choose one of the following three options)

Option 1: ILS 660 - Special Project in Library and Information Science (Special Project) - 3 credits
Option 2: ILS 699 – Thesis – 3 credits
Option 3: Comprehensive Examination and students must choose 1 ILS graduate-level elective - 3 credits

CONTINUOUS ENROLLMENT, SATISFACTORY PROGRESSION AND PERFORMANCE ASSESSMENT

Continuous Enrollment requires that every graduate student maintain at least six credits toward his or her degree program every calendar year (a minimum of three credits in the fall and spring terms respectively) from the time of acceptance by the School of Graduate and Professional Studies until completion of all requirements for the graduate degree. Students must register for a course each semester or register for a continuation course.

Continuation in any of the department's graduate programs is contingent upon ongoing positive faculty evaluation of a graduate student's grades, professional or scholarly attributes, performance in real or simulated professional situations, and subjective appraisal of the student's progress and potential. A student may be suspended or dismissed from a graduate program for deficiencies in any of these areas. If, in the professional judgment of the faculty, a student demonstrates practices that are harmful to patrons, unethical, or behaves unprofessionally, he or she will be placed on probation or requested to withdraw from the program.

School Media students must maintain good standing in the program in order to qualify for student teaching and a recommendation from Southern Connecticut State University for State of Connecticut teacher certification. They also must demonstrate the following:
personal attitudes and attributes that affect her or his performance as a teacher positively; professional behavior appropriate to the context which shows a realization that actions reflect directly upon the status and substance of the profession; confidentiality of all information concerning colleagues and students obtained in the educational process; and integrity and honesty in written and verbal communication, documentation, and coursework related to the professional program for teacher certification.

**DEADLINES FOR GRADUATION APPLICATION AND CAPSTONE EXPERIENCE AND PORTFOLIO REVIEWS**

**Degree Application**

You should complete a Graduate degree application. For application deadlines and form, go to [http://www.southernct.edu/offices/registrar/apply-graduation.html](http://www.southernct.edu/offices/registrar/apply-graduation.html)

**Capstone Experience** (choose one of the following three options)

Option 1: ILS 660 - Special Project in Library and Information Science (Special Project) - 3 credits

Option 2: ILS 699 – Thesis – 3 credits

Option 3: Comprehensive Examination – 0 credits

**MLIS Degree Portfolio (or E-Portfolio)**

You should send your MLIS degree portfolio (or e-portfolio) as an email attachment to the Information and Library Science Office by the end of the semester. MLIS Degree Portfolio Template is available online.
SCHOOL LIBRARY MEDIA SPECIALIST, GRADUATE CERTIFICATE - INITIAL CERTIFICATION

For further information: LibraryScienceGrad@southernct.edu

Dr. Gayle Bogel, Coordinator of School Media Program. Email: bogelg1@southernct.edu

Application Deadline

Rolling admissions.

OVERVIEW

The Graduate Certificate prepares candidates to receive their initial teaching certification with the 062 school library media endorsement. Students may pursue dual enrollment in this certificate as well as the Master of Library and Information Science degree. Please contact the graduate coordinator for further information.

ADMISSIONS PROCEDURE

a) Preparation and submission of the Online Graduate Application

• The Online Graduate Application can be found at: http://www.southernct.edu/academics/graduate/graduate-admissions/graduate-application.html
• In addition to the Graduate Application, candidates need to create an additional admission account at the College of Education portal, found at: https://southernct.edu.tk20/

b) Submission of the required documentation

Complete applications must include the following materials:

1. Graduate School Application
2. $50.00 non-refundable application fee
3. Official academic transcripts for all college-level programs the applicant has ever attempted and/or completed, with at least one transcript showing an undergraduate degree from an institution accredited by a recognized regional accrediting agency in the United States. For students with degrees obtained outside the United States, equivalence must be established by the World Education Services, Josef Silny & Associates Evaluators, Inc., Global Credential Evaluators, Inc., or Educational Credential Evaluators, Inc. These are independent evaluation services recognized by the National Association of Credential Evaluation Services (NACES).
4. For applicants whose native language is not English, TOEFL scores. The Graduate School sets the minimum score needed on the TOEFL exam.
5. Two letters of recommendation written by individuals in a position to describe and evaluate the applicant’s commitment and potential for academic success at the graduate level. The letters should also address the applicant’s potential ability to make meaningful professional contributions.

6. A written statement (400-500 words) describing why the applicant is interested in the chosen program of study, expected contributions, and anticipated areas of professional practice.

7. A current resume.

c) Review of the application file by the Department’s Graduate Admissions Committee

Complete application files will be reviewed by the Coordinator of the School Library Program and an admissions interview will be scheduled. The file will then be reviewed by the Department Graduate Admissions Committee. The Committee’s membership consists of three full-time faculty.

d) The determination of the applicant’s qualifications and dispositional suitability for admission into the program

In making its determination and subsequent recommendation, the Department Graduate Admissions Committee will give consideration to the applicant’s entire record. Please see section on requirements for information on conditional acceptance.

e) The Department’s recommendation to the Dean's office at the College of Education

Once the Department Graduate Admissions Committee makes a determination on the applicant’s suitability for the intended program of studies, a recommendation will be made to the Dean's office at the College of Education for its final review.

Course Listing - 45 Credits

*As sequencing changes, it is highly recommended that students meet with their program advisor to finalize a list of requirements for graduation.*

All ILS content courses are offered online, and the required ILS internship is flexibly scheduled around work and family commitments. The professional education courses for initial teacher certification may be offered online or on ground, and the semester of student teaching is on ground.

- ILS 581 School Media Practice is a 12 week student teaching sequence in a placement determined by the Office of Educational Services at the College of Education.
- ILS 502 - Fundamentals of Library and Information Science - 3 credits
- ILS 505 - Information Resources Organization and Management - 3 credits
- ILS 507 - Information Science and Technology - 3 credits
- ILS 508 - User Services - 3 credits
- ILS 545 - Administration and Design of School Library Media Centers - 3 credits
- ILS 582 - Library Science Internship - 3 credits
- ILS 516 - Literacy, Literature, and Reading for School and Public Libraries - 3 credits
- ILS 547 - Integrating Technology and Media in K-12 Curriculum - 3 credits
ILS 571 - Methods for School Library Media Centers - 3 credits
ILS 581 - School Media Practice - 6 credits
ILS 587 - Seminar: SLMS Field Placements for Teacher Certification - 3 credits
EDF 520 - Child in American Culture - 3 credits
SED 481 or 482 - Teaching Exceptional Children: Elementary or Secondary - 3 credits
EDU 316 - Child Development & Psychology for Educators - 3 credits

Additional Non-Credit Program Requirements:

Online Module 1: Behavioral Difficulties (Social and Emotional Development)
Online Module 2: Dyslexia
SCHOOL LIBRARY MEDIA SPECIALIST, GRADUATE CERTIFICATE - INITIAL CERTIFICATION

For further information: LibraryScienceGrad@southernct.edu

Dr. Gayle Bogel, Coordinator of School Media Program. Email: bogelg1@southernct.edu

Application Deadline
Rolling admissions.

OVERVIEW

The Graduate Certificate prepares candidates to receive their initial teaching certification with the 062 school library media endorsement. Students may pursue dual enrollment in this certificate as well as the Master of Library and Information Science degree. Please contact the graduate coordinator for further information.

ADMISSIONS PROCEDURE

a) Preparation and submission of the Online Graduate Application

- The Online Graduate Application can be found at: http://www.southernct.edu/academics/graduate/graduate-admissions/graduate-application.html
- In addition to the Graduate Application, candidates need to create an additional admission account at the College of Education portal, found at: https://southernct.edu.tk20/

b) Submission of the required documentation

Complete applications must include the following materials:

1. Graduate School Application
2. $50.00 non-refundable application fee
3. Official academic transcripts for all college-level programs the applicant has ever attempted and/or completed, with at least one transcript showing an undergraduate degree from an institution accredited by a recognized regional accrediting agency in the United States. For students with degrees obtained outside the United States, equivalence must be established by the World Education Services, Josef Silny & Associates Evaluators, Inc., Global Credential Evaluators, Inc., or Educational Credential Evaluators, Inc. These are independent evaluation services recognized by the National Association of Credential Evaluation Services (NACES).
4. For applicants whose native language is not English, TOEFL scores. The Graduate School sets the minimum score needed on the TOEFL exam.
5. Two letters of recommendation written by individuals in a position to describe and evaluate the applicant’s commitment and potential for academic success at the graduate level. The letters should also address the applicant’s potential ability to make meaningful professional contributions.

6. A written statement (400-500 words) describing why the applicant is interested in the chosen program of study, expected contributions, and anticipated areas of professional practice.

7. A current resume.

c) Review of the application file by the Department’s Graduate Admissions Committee

Complete application files will be reviewed by the Coordinator of the School Library Program and an admissions interview will be scheduled. The file will then be reviewed by the Department Graduate Admissions Committee. The Committee’s membership consists of three full-time faculty.

d) The determination of the applicant’s qualifications and dispositional suitability for admission into the program

In making its determination and subsequent recommendation, the Department Graduate Admissions Committee will give consideration to the applicant’s entire record. Please see section on requirements for information on conditional acceptance.

e) The Department’s recommendation to the Dean's office at the College of Education

Once the Department Graduate Admissions Committee makes a determination on the applicant’s suitability for the intended program of studies, a recommendation will be made to the Dean's office at the College of Education for its final review.

Course Listing - 45 Credits

As sequencing changes, it is highly recommended that students meet with their program advisor to finalize a list of requirements for graduation.

All ILS content courses are offered online, and the required ILS internship is flexibly scheduled around work and family commitments. The professional education courses for initial teacher certification may be offered online or on ground, and the semester of student teaching is on ground.

ILS 581 School Media Practice is a 12 week student teaching sequence in a placement determined by the Office of Educational Services at the College of Education.

ILS 502 - Fundamentals of Library and Information Science - 3 credits
ILS 505 - Information Resources Organization and Management - 3 credits
ILS 507 - Information Science and Technology - 3 credits
ILS 508 - User Services - 3 credits
ILS 545 - Administration and Design of School Library Media Centers - 3 credits
ILS 582 - Library Science Internship - 3 credits
ILS 516 - Literacy, Literature, and Reading for School and Public Libraries - 3 credits
ILS 547 - Integrating Technology and Media in K-12 Curriculum - 3 credits
ILS 571 - Methods for School Library Media Centers - 3 credits
ILS 581 - School Media Practice - 6 credits
ILS 587 - Seminar: SLMS Field Placements for Teacher Certification - 3 credits
EDF 520 - Child in American Culture - 3 credits
SED 481 or 482 - Teaching Exceptional Children: Elementary or Secondary - 3 credits
EDU 316 - Child Development & Psychology for Educators - 3 credits

Additional Non-Credit Program Requirements:

Online Module 1: Behavioral Difficulties (Social and Emotional Development)
Online Module 2: Dyslexia
LIBRARY AND INFORMATION SCIENCE, MLIS

Application Deadline

Rolling Admissions

Announcement

April 18, 2018

The Master of Library and Information Science (MLIS) program at Southern Connecticut State University (SCSU) has been granted candidacy status by the Committee on Accreditation of the American Library Association. Candidacy status is an indication that SCSU’s MLIS program has voluntarily committed to participate in the ALA accreditation process and is actively seeking accreditation. Candidacy does not indicate that the program is accredited nor does it guarantee eventual accreditation of the program by ALA.

OVERVIEW

The recently introduced Master of Library and Information Science (MLIS) is an online 36-credit program offered by the Department of Information and Library Science in the College of Education. The program is intended for those seeking to develop or advance in careers in the information professions giving students two options to pursue their interests. These include School Library Media and the Individualized Program. All programs share the core courses, but with flexibility in the choice of electives deemed appropriate for professional practice in public, academic libraries, and digital information management.

The Master of Library and Information Science is currently in candidacy status for accreditation by the American Library Association (ALA).

The School of Education at Southern Connecticut State University is accredited by the Council for Accreditation of Educator Preparation (CAEP), 2010 Massachusetts Ave., NW, Suite 500, Washington, DC 20036; phone (202) 466-7496. This accreditation covers the initial certification preparation program in school media in the State of Connecticut (Connecticut School Media is a K12 certification). CAEP is recognized by the U.S. Department of Education and the Council for Higher Education Accreditation to accredit programs for the preparation of teachers and other professional school personnel.

Please refer to the home page on admissions from the School of Graduate and Professional Studies for information on general requirements and the Online Graduate Application.
APPLICATION DEADLINE

The Master of Library and Information Science program has rolling admissions. Please consult the sections that follow for an overview of the program and guidance on the requirements and the admissions procedure.

REQUIREMENTS

Consideration for admission into the MLIS program is based on applicants meeting the minimum requirements for admission to the Graduate School as described in the Graduate Catalog under Minimum Acceptance Standards. The standard is defined as:

A bachelor's degree from a regionally accredited college or university (or equivalent for students with degrees obtained in other countries) with an undergraduate cumulative grade point average of at least 3.0 (scale A = 4.0) and the recommendation of the graduate program.

A candidate whose academic record is not sufficiently competitive may be recommended by the School of Graduate and Professional Studies for Conditional Admission but only if the applicant has demonstrated considerable promise as a result of work experiences and/or contributions to the community.

Students from outside the United States should consult the section Admission of International Students in the Graduate Catalog for information on expected language proficiency, etc.

Based on current graduate admission policies, applicants may register as part-time non-matriculated students in graduate courses. However, non-matriculated students may earn no more than nine credits toward a degree program.

SCHOOL LIBRARY MEDIA

Applicants interested in School Library Media should refer to program page in this catalog and the section entitled “Admission to Teacher Certification Programs” in the Graduate Catalog under Application and Admission for information.

All students seeking admissions to the Connecticut Initial Educator or Cross Endorsement Certification program must arrange a personal interview with the ILS Graduate Admissions Committee and/or School Media Coordinator.

ADMISSIONS PROCEDURE

The procedure for admission into the program includes several steps, with the first two taken by the applicant to initiate the process.

a) Preparation and submission of the Online Graduate Application

The Online Graduate Application can be found at:

http://www.southernct.edu/academics/graduate/graduate-admissions/graduate-application.html

b) Submission of the required documentation

Complete applications must include the following materials:
1) Graduate School Application

2) $50.00 non-refundable application fee

3) Official academic transcripts for all college-level programs the applicant has ever attempted and/or completed, with at least one transcript showing an undergraduate degree from an institution accredited by a recognized regional accrediting agency in the United States. For students with degrees obtained outside the United States, equivalence must be established by the World Education Services, Josef Silny & Associates Evaluators, Inc., Global Credential Evaluators, Inc., or Educational Credential Evaluators, Inc. These are independent evaluation services recognized by the National Association of Credential Evaluation Services (NACES).

4) For applicants whose native language is not English, TOEFL scores. The School of Graduate and Professional Studies sets the minimum score needed on the TOEFL exam.

5) Two letters of recommendation written by individuals in a position to describe and evaluate the applicant’s commitment and potential for academic success at the graduate level. The letters should also address the applicant’s potential ability to make meaningful professional contributions.

6) A written statement (400-500 words) describing why the applicant is interested in the chosen program of study, expected contributions, and anticipated areas of professional practice.

   a) A current resume.

   c) Review of the application file by the Department’s Graduate Admissions Committee

   Complete application files will be reviewed by the Department Graduate Admissions Committee. The Committee’s membership consists of three full-time faculty.

   d) The determination of the applicant’s qualifications and dispositional suitability for admission into the program

   In making its determination and subsequent recommendation, the Department's Graduate Admissions Committee will give consideration to the applicant’s entire record. Please see section on requirements for information on conditional acceptance.

   e) The Department’s recommendation to the School of Graduate and Professional Studies

   Once the Department's Graduate Admissions Committee makes a determination on the applicant’s suitability for the intended program of studies, a recommendation will be made to the School of Graduate and Professional Studies for its review.

   f) Final determination by the School of Graduate and Professional Studies

   Admission decisions rest exclusively with the School of Graduate and Professional Studies and they are communicated by the School. For applicants accepted into the program, the School’s decision concludes the process of matriculation.

PROGRAM REQUIREMENTS - 36 Credits
As sequencing changes, it is highly recommended that students meet with their program advisor to finalize a list of requirements for graduation.

Required Core Courses

ILS 502 - Fundamentals of Library and Information Science - 3 credits
ILS 505 - Information Resources Organization and Management - 3 credits
ILS 507 - Information Science and technology - 3 credits
ILS 508 - User Services - 3 credits
ILS 509 - Management of Library and Information Agencies - 3 credits
ILS 582 - Library Science Internship - 3 credits

Concentration

Students choose electives according to their specific areas of interest. Students choose courses as electives with advisor approval - 15 credits

Capstone Experience (choose one of the following three options)

Option 1: ILS 660 - Special Project in Library and Information Science (Special Project) - 3 credits
Option 2: ILS 699 – Thesis – 3 credits
Option 3: Comprehensive Examination and students must choose 1 ILS graduate-level elective - 3 credits

CONTINUOUS ENROLLMENT, SATISFACTORY PROGRESSION AND PERFORMANCE ASSESSMENT

Continuous Enrollment requires that every graduate student maintain at least six credits toward his or her degree program every calendar year (a minimum of three credits in the fall and spring terms respectively) from the time of acceptance by the School of Graduate and Professional Studies until completion of all requirements for the graduate degree. Students must register for a course each semester or register for a continuation course.

Continuation in any of the department's graduate programs is contingent upon ongoing positive faculty evaluation of a graduate student's grades, professional or scholarly attributes, performance in real or simulated professional situations, and subjective appraisal of the student's progress and potential. A student may be suspended or dismissed from a graduate program for deficiencies in any of these areas. If, in the professional judgment of the faculty, a student demonstrates practices that are harmful to patrons, unethical, or behaves unprofessionally, he or she will be placed on probation or requested to withdraw from the program.

School Media students must maintain good standing in the program in order to qualify for student teaching and a recommendation from Southern Connecticut State University for State of Connecticut teacher certification. They also must demonstrate the following: personal attitudes and attributes that affect her or his performance as a teacher positively; professional behavior appropriate to the context which shows a realization that actions reflect directly upon the status and substance of the profession; confidentiality of all information concerning colleagues and students obtained in the educational process; and integrity and honesty in written and verbal communication,
documentation, and coursework related to the professional program for teacher certification.

**DEADLINES FOR GRADUATION APPLICATION AND CAPSTONE EXPERIENCE AND PORTFOLIO REVIEWS**

**Degree Application**

You should complete a Graduate degree application. For application deadlines and form, go to [http://www.southernct.edu/offices/registrar/apply-graduation.html](http://www.southernct.edu/offices/registrar/apply-graduation.html)

**MLIS Degree Portfolio (or E-Portfolio)**

You should send your MLIS degree portfolio (or e-portfolio) as an email attachment to the Information and Library Science Office by the end of the semester. MLIS Degree Portfolio Template is available online.
SCHOOL LIBRARY MEDIA SPECIALIST, GRADUATE CERTIFICATE - CROSS ENDORSEMENT

Southern Connecticut State University Graduate Catalog 2018 - 2019

For further information: LibraryScienceGrad@southernct.edu

Dr. Gayle Bogel, Coordinator of School Media Program.
Email:bogelg1@southernct.edu

Application Deadline: Rolling Admissions

Overview

This Graduate Certificate offers preparation for currently certified teachers seeking additional endorsement as school media specialist. Students may pursue dual enrollment in this certificate as well as the Master of Library and Information Science degree. Please contact the graduate coordinator for further information.

Admission Procedure

a) Preparation and submission of the Online Graduate Application

• The Online Graduate Application can be found at: http://southernct.edu/gradadmissions/graduate-application.html
• In addition to the Graduate Application, candidates need to create an additional admission account at the College of Education portal, found at:https://southernct.tk20.com/

b) Submission of the required documentation

Complete applications must include the following materials:

1. Graduate School Application.

2. $50.00 non-refundable application fee.

3. Official academic transcripts for all college-level programs the applicant has ever attempted and/or completed, with at least one transcript showing an undergraduate degree from an institution accredited by a recognized accrediting agency in the United States. For students with degrees obtained outside the United States, equivalence must be established by the World Education Services, Josef Silny & Associates Evaluators, Inc., Global Credential Evaluators, Inc., or Educational Credential Evaluators, Inc. These are independent evaluation services recognized by the National Association of Credential Evaluation Services (NACES). For applicants whose native language is not English, TOEFL scores.
4. The Graduate School sets the minimum score needed on the TOEFL exam.

5. Two letters of recommendation written by individuals in a position to describe and evaluate the applicant’s commitment and potential for academic success at the graduate level. The letters should also address the applicant’s potential ability to make meaningful professional contributions.

6. A written statement (400-500 words) describing why the applicant is interested in the chosen program of study, expected contributions, and anticipated areas of professional practice.

7. A current resume.

c) Review the application file by the Department's Graduate Admissions Committee

Complete application files will be reviewed by the Coordinator of the School Library Program and an admissions interview will be scheduled. The file will then be reviewed by the Dept. Graduate Admissions Committee. The Committee's membership consists of three full-time faculty.

d) The determination of the applicant's qualifications and dispositional suitability for admission into the program

In making its determination and subsequent recommendation, the Dept. Graduate Admissions Committee will give consideration to the applicant's entire record. Please see section on requirements for information on conditional acceptance.

e) The Department's recommendation to the Dean's Office at the School of Education

Once the School of Graduate and Professional Studies Committee makes a determination on the applicant's suitability for the intended program of studies, a recommendation will be made to the Dean's office at the School of Education for its final review.

Course Listing

As sequencing changes, it is highly recommended that students meet with their program advisor to finalize a list of requirements for graduation.

All ILS content courses are offered online, and the required ILS internship is flexibly scheduled around work and family commitments.

ILS 502 - Fundamentals of Library and Information Science - 3 credits
ILS 505 - Information Resources Organization and Management - 3 credits
ILS 507 - Information Science and Technology - 3 credits
ILS 508 - User Services - 3 credits
ILS 516 – Literacy, Literature and Reading for School and Public Libraries - 3 credits
ILS 545 - Administration and Design of School Library Media Centers - 3 credits
ILS 547 – Integrating Technology and Media in K-12 Curriculum - 3 credits
ILS 575 – Instructional Design Principles - 3 credits
ILS 582 – Library Science Internship – 3 credits
Electives: One Course – 3 credits

Suggested elective courses: ILS 571 Methods in School Libraries or ILS 541 Leadership and Advocacy for Information Professionals. Other courses may be chosen from current ILS course offerings with academic advisor approval.
COURSES

**ILS 502 - Fundamentals of Library and Information Science**

Principles of library information science including core values of the profession and intellectual freedom. An overview of the history, philosophy, purpose, function and structure of library/information agencies. Core course.
Last Offered: Summer 2020
3 credits

**ILS 504 - Reference and Information Resources and Services**

General reference sources; their content, evaluation and use. The reference process and the organization of reference and information services as they relate to different types of libraries. Scheduled fall and spring semesters.
Prerequisite(s)/Corequisite(s): ILS 501 and ILS 503.
Last Offered: Summer 2015
3 credits

**ILS 505 - Information Resources Organization and Management**

The description and organization of information resources; metadata, bibliographic records, databases, and catalogs. Access points, subject analysis, controlled vocabularies, authorities, and classification. Current developments in shared cataloging and universal bibliographic control. Core course.
Last Offered: Summer 2020
3 credits

**ILS 506 - Information Analysis and Organization**

Theoretical foundations and practices of classification and cataloging. National standards for cataloging, classification systems, MARC, metadata, FRBR (Functional Requirements for Bibliographic Records), and RDA (Resource Description and Access).
Last Offered: Summer 2015
3 credits

**ILS 507 - Information Science and Technology**

Introduction to information Science and Technology on a theoretical and practical level. Principles and applications of computers, information systems, and communication technologies in libraries and information centers. Core course.
Last Offered: Summer 2020
3 credits

**ILS 508 - User Services**

Planning, programming, implementation and evaluation of library and information services for a variety of users. Core course.
Last Offered: Summer 2020
3 credits

**ILS 509 - Management of Library and Information Agencies**

General principles of management theory and practice applicable to various types of information agencies. Decision-making, planning and employment practices are emphasized.
Last Offered: Spring 2020
3 credits

**ILS 511 - Materials and Services for Children PK–6**

Evaluation and selection of print, non-print, and digital resources to meet the curricular and personal needs of students in grades PK–6 with an emphasis on alignment with Common Core State Standards. Strategies to promote reading and literacy. Learning styles, stages of human growth and development with a focus on ages 4–12, and cultural influences on learning.
Last Offered: Fall 2016
3 credits
ILS 512 - Materials and Services for Young Adults 7–12
Evaluation and selection of print, non-print, and digital resources to meet the curricular and personal needs of students in grades 7–12 with an emphasis on alignment with Common Core State Standards. Strategies to promote reading and literacy. Learning styles, stages of human growth and development and cultural influences on learning are also explored with a focus on ages 12–18.
Last Offered: Spring 2016
3 credits

ILS 516 - Literacy, Literature and Reading for School and Public Libraries
Examination of the roles of reading professionals in school, classroom and public libraries. Includes overview of Pre K – 12 literature, analysis of approaches to reading instruction and examination of collaborative opportunities.
Last Offered: Summer 2020
3 credits

ILS 521 - Children's Services in the Public Library
Planning, implementation and evaluation of public library services for infant to age 12, with emphasis on program planning.
Last Offered: Fall 2015
3 credits

ILS 523 - Technical Services and Information Management
Technical services operations in information management acquisitions, serials, bibliographic records, databases, catalogs, and metadata. Current and future developments.
Last Offered: Spring 2020
3 credits

ILS 525 - Collection Development and Management
Selection and management of information resources, including collection analysis and evaluation, processes and practices of collection building and maintenance in all forms.
Last Offered: Fall 2019
3 credits

ILS 527 - Reference Services
The reference process and the organization of reference and information services as they relate to different types of libraries.
Last Offered: not yet offered
3 credits

ILS 531 - Indexing and Abstracting
Explores theoretical and practical aspects of the organization of information in documentation systems, and covers traditional and computerized approaches to indexing, abstracting and thesaurus construction and maintenance. Scheduled spring semesters.
Prerequisite(s)/Corequisite(s): ILS 501, ILS 503, ILS 506.
Last Offered: Summer 2015
3 credits

ILS 541 - Leadership and Advocacy for Information Professionals
Examines the areas of strategic planning, policy writing, ethical information access, community outreach and advocacy. Investigation of political and social issues affecting libraries and information agencies on local, state and national levels.
Fieldwork option.
Last Offered: Fall 2019
3 credits

ILS 545 - Administration and Design of the School Library Media Center
Overall administration of the school library media center including policy development, budgeting, personnel, organization, facilities, technology, and instruction.
Last Offered: Summer 2020
3 credits
ILS 547 - Integrating Technology and Media in K-12 Curriculum

Analysis and implementation of best practices in technology and media integration in content areas. Exploration of collaborative applications for classrooms at all grade levels. Information/media literacy as an essential component of standards based inquiry learning.
Last Offered: Summer 2020
3 credits

ILS 554 - Data Analysis and Visualization

Fundamental concepts and knowledge of data administration and presentation, including data treatment and analytical skills, critically assess and interpret presentation, and deploy digital media for scholarly practice.
Last Offered: Spring 2020
3 credits

ILS 556 - Data Curation

An overview of data curation as a lifecycle management strategy to manage, evaluate, collect, organize, preserve, share, and support the use and re-use of digital objects.
Last Offered: Summer 2020
3 credits

ILS 558 - Digital Preservation and Archives

The fundamentals of materials preservation and conservation in libraries and archival institutions. Focuses on best practices for the creation, provision, and long-term preservation of digital entities.
Last Offered: not yet offered
3 credits

ILS 562 - Management of School Library Media Centers

Best practices related to strategic planning and assessment, budgeting, and evaluating human, information, and physical resources. Organization of facilities to enhance the use of resources and services and to ensure equitable access. Methods for educating on the ethical use of information and ideas. Advocating for and marketing of information programs, resources, and services. Ongoing professional growth through library associations and professional publications.
Last Offered: Fall 2016
3 credits

ILS 571 - Methods for School Library Media Centers

Students will examine strategies for teaching in multimedia environments, organizing information and support for k-12 classrooms, and managing the responsibilities as teacher and instructional partner by integrating current research and actualizing best practices in the field.
Last Offered: Spring 2020
3 credits

ILS 575 - Instructional Design Principles

Introduction to the principles of the systematic application of instructional design. Critique of current and alternative instructional design models. Scheduled fall and spring semesters.
Last Offered: Spring 2020
3 credits

ILS 580 - Research in Information and Library Science

Fundamentals of quantitative and qualitative research methods will be studied. Central research findings and research literature of the field are considered.
Prerequisite(s): 9 credits in Library Science.
Last Offered: Summer 2015
3 credits
ILS 581 - School Media Specialist Practice (Student Teaching)
Guided observation and supervised student teaching in a school library media center with a cooperating teacher who has received Teacher Education and Mentoring (T.E.A.M.) training and holds a Master’s degree in the subject matter. Must meet all School of Education student teaching requirements and departmental permission is required.
Last Offered: Spring 2020
6 credits

ILS 582 - Library Science Internship
A Professional work experience in an academic, public, special or school library. By arrangement. Prerequisite(s): 15 credits in library science.
Last Offered: Summer 2020
3 credits

ILS 587 - Seminar: SLMS Field Placements for Teacher Certification
Integration of support and assessment for student teachers and DSAP placements. Focus on unit planning to meet accreditation and certification requirements, classroom management, reflective practice, and managing the responsibilities of teacher and instructional partner by actualizing best practices in the field.
Last Offered: Spring 2020
3 credits

ILS 590 - Research in Library and Information Science
Quantitative and qualitative research methods in professional practice in academic and research-oriented environments. Research and its use in the information, management, policy, and decision-making process.
Last Offered: Summer 2020
3 credits

ILS 597 - Introduction to Archival and Museum Work
An introduction to work in archives and museums including basic theories and methodologies and to the application of archival and museum theory in the digital world.
Last Offered: Spring 2020
3 credits

ILS 599 - Special Topics.
Scheduled any semester as needed to explore new course topics. Scheduled irregularly.
Last Offered: Spring 2019
1 to 6 credits

ILS 600 - Independent Study
For the advanced student with a background in library science to explore in-depth study in topics outside current courses. By arrangement. Scheduled fall and spring semesters. Prerequisite(s): 12 credits in library science and department permission. Up to 3 credits of ILS 600 may be applied to the MLS.
Last Offered: Spring 2017
1 to 3 credits

ILS 614 - Copyright: The Basics and Beyond
Copyright law for students in education, information and library science, journalism, English, art, and those having interest in protecting their creative works and in legally using the copyrighted works of others.
Last Offered: Summer 2020
3 credits

ILS 655 - Digital Librarianship
A theoretical study of and practice in designing, constructing and evaluating digital libraries for today's digital media curation. Prerequisite(s): ILS 507.
Last Offered: Spring 2020
3 credits
ILS 660 - Special Project in Library and Information Science

Synthesis of research, theory, and practice in library and information science. Requires three parts: a proposal, a final product, and a written report.
Prerequisite(s): 15 credits in library and information science.
Last Offered: Summer 2020
3 credits

ILS 693 - Contemporary Issues in School Library Media Centers

Investigation of political and social issues affecting school libraries on local, state and national levels. Option to complete fieldwork to broaden personal experience and perspective in the management of school libraries. Students may choose options of learning modules or fieldwork to complete requirements for 3 units of credit. Scheduled fall and spring.
Prerequisite(s): ILS 562 School Library Media Centers or experience as a school library media specialist.
Last Offered: Spring 2016
3 credits

ILS 699 - Thesis

Research and writing of the thesis in the area of library and information science, under the direction of an ILS department faculty member.
Last Offered: Spring 2020
3 credits